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# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

DOCUMENTS DEPT.

## Notice of Meeting and Agenda

JAN 10 2005

Date: January 10, 2005  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

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01-10-05 A11:43 RCVD

### AGENDA

- I. Roll Call
- II. Approval of minutes of December 6, 2004 (Action Item) (5 minutes)  
(Explanatory Documents)  
Public Comment
- III. Future Activities (30 minutes)  
1. Goals & Objectives for the Commission in the next 12 months  
2. Planning Retreat (Discussion/Action Item)  
Public Comment
- IV. 1. Meeting Rules and Guidelines (Discussion Item) (20 minutes)  
2. Email Guidelines (Discussion Item)  
Public Comment
- V. Director Report (Information Item) (10 minutes)  
1. Report on Meetings/Activities  
2. Community Training and Assistance Center
- VI. Committee Reports (20 minutes)  
• Finance & Operations Committee (Information/Discussion Item)  
• Program & Access Committee (Information/Discussion Item)  
• Policy & Legislation Committee (Information/Discussion Item)  
• Ad Hoc Committee (Information/Discussion Item)  
Public Comment
- VII. Next Meeting's Agenda (Discussion Item) (5 minutes)
- IX. Adjournment

For questions about the meeting please contact Winny Loi at 554-4789.

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- San Francisco

**Immigrant Rights Commission**

Minutes of Meeting on January 10, 2005

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**A meeting of the Immigrant Rights Commission (IRC) was held on Monday, Jan. 10, 2005 at City Hall Hearing room 416.**

**I. Roll Call:**

- Members Present** The meeting was called to order on 5:20 p.m., Commissioners, Escobedo, Haile, Huie, Kaff, Lau, Ow, Specktor, Tran were present.
- Members Absent** Commissioner Zheng was absent & unexcused. Alexander, Jones, & Lee, Melara, Nguyen, were also absent, but they were excused.
- Others Present** Dang Pham, Executive Director

- II. Approval of minutes for Dec. 6<sup>th</sup>:** The Commission adopted the minutes with the amended changes: correct spelling of Western Addition & correct sentence structure: Commissioner Malara has suggested that we could contact the community leaders & ask them what issues concern them, so that the public will be interested in attending the meeting. The Commission unanimously adopted the amended minutes.
- III. Future Activities: Goals & Objective for the Commission in the next 12 months: Planning Retreat:** After discussion, the Commissioners would like to plan a retreat on February 12 or 26. Ms. Loi will follow-up with each commissioners to see which days is best. Commissioner Ow suggested having the Staff & Commissioners to facilitate the meeting. Commission Escobedo suggested that she might have someone, her husband, who would be a good facilitator for the meeting. Commissioners also considered having potluck for the retreat.
- IV. Meeting Rules & Guidelines:** Chair Lau would like the other Commissioners to speak up & participate in the discussion. When there is a discussion & a Commissioner goes off the subject or is out of line, Chair Lau will remind the Commissioners to come back to the subject. If a commissioner cannot make it to the meeting, please call Ms. Loi & inform her. If there are not enough commissioners for a quorum, the Commission will cancel the meeting. Commissioner Bondoc has resigned from the Commission.
- E-Mail Guidelines:** The e-mails that are sent to all commissioners & communications are considered passive meetings & if the public would like to review the e-mails, they are untitled to review. Ms. Loi has sent out the training manual to every commissioner & they must attend the training every year. If there are issues that the Commissioners would like to discuss, please send the e-mails to the staff & Chair.
- V. Director Report-Update on the Status of the Day Labor Contract:** Mr. Pham has worked closely with Bill Lee, City Administrator to issue the RFP for the Day Labor Program on August 23, 2004. He also worked closely with the City Attorney's office & Gary Wong with the Human Rights Commission to create a review panel. There are five members of the review panel to assist the City in the selection process. The review process ended last October 15<sup>th</sup> at 5 p.m. Mr. Pham tally the score of each proposal and the scoring sheets have been reviewed and approved by the Human Rights Commission. On October 29<sup>th</sup>, Mr. Lee made the announcement that the City will intent to negotiate the contract agreement with La Raza Centro Legal. Mr. Pham is assisting Mr. Lee's office to negotiate a performance-based contract. The draft of the contract currently being reviewed by the City Attorney's Office and in the same time, he is also

submitting the Professional Service Contract to the Department of Human Resources & Civil Service Commission for their approval. Mr. Pham anticipates that the new contract will not be in place until the third week of January or the beginning of February of 2005. The amount for the contract is \$148,500.00 the city decided to cut back by 10% on the contract. The Commission will be monitoring the day-to-day program & the right to inspect them on site. The DLP needs to send the commission records of the program. We will make sure that they are providing services to the immigrants before we pay for the bill. The Commission will have a report form for them to fill out. Both parties have set the goals and it has been approved by the City Attorney's office. Commissioner Escobedo suggested inviting the Director to attend the next meeting & have them on the agenda for discussion/action item.

**Information Related to the Immigration Issues:** Mr. Pham received a notice from Department of Home Land Security, that the US Citizenship and Immigration Services announced that it has received enough H-2B petitions to meet this year's congressional mandated cap of 66,000 new workers. After Jan. 3, 2005, they will not accept any new petitions subject to the FY 2005 annual cap.

**President Bush's immigration proposal:** President Bush's plan to liberalize the nation's immigration laws to allow millions of undocumented workers the opportunity for legal status appears to be on a collision course with newly aroused sentiment among House Republicans pushing for a crackdown on illegal immigration.

**Renewal date expires for visa that lets Hondurans, Nicaraguans stay in US:** As of January 3, 2005, the immigration officials said roughly 47,000 people from two Central American countries had reapplied for temporary protection status. This renewal will allow the applicants to remain legally in the US for a short of period.

**Special Immigration Information Regarding Different Visa Status:** This afternoon, I received the information package from Sally Kinoshita, Staff Attorney of the Immigrant Legal Resources Center (ILRC) about the different visa status. As you know on behalf of the Immigrant Rights Commission, I have been working closely with Eric Cohen, Sally Kinoshita and other at the Immigrant Legal Resources Center in a number of issues such as: Deportation issues involved with the Southeast Asian juveniles, citizenship education, backlog at the SF District Office of Citizenship & Immigration Services, etc. Recently, Eric Cohen, Legal Director of the ILRC has invited me to represent the IRC to be a part of the monthly liaisons meeting with the Office of Citizenship and Immigration Services. This is an important meeting to raise the concerns and issues with the officials of the immigration services. Mr. Pham suggested inviting David Still to address concerns from the Commissioners.

**Translator Services for Immigrant Residents:** On December 20<sup>th</sup>, Mr. Pham had been contacted by Samara Marion of the Office of Citizens Complaints to assist her and her office regarding the draft of the translator services for the non-English speaking residents. He provided the Commissioners with a draft and asked them to review it & forward him any feedback on January 28, 2005.

**Other meetings and activities:** On December 2<sup>nd</sup>, He met with Bill Slotnik, Executive Director of the Community Training and Assistance Center (CTAC). CTAC is a well-known organization provides technical assistance to many community based organizations, coalitions and public institutions, annually. CTAC is particularly sensitive to the needs of disfranchised groups. In response to the severity of problems confronting the immigrant, low-income families, CTAC has intensified training efforts to respond to the increasing needs of the most severely disfranchised low income groups- people infected and affected by HIV or AIDS, related health care systems, and groups concerned with community development, urban education, and the reconfiguration of human services. Bill Slotnick has indicated that CTAC would like to learn ways that CTAC can assist or collaborate with the San Francisco Immigrant Rights Commission in better serve the immigrant community here in San Francisco.

**Adjournment:** The Commission meeting was adjourned at 7:00 p.m.





# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

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FEB 11 2005

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(Explanatory Documents)  
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FEB 25 2005

**San Francisco Immigrant Rights Commission**  
**2005 RETREAT AGENDA**

Saturday, February 26, 2005, 8:45AM to 1:00PM  
 American Legion 1524 Powell Street/Chinatown, San Francisco  
 Facilitator: Dr. Jay Gonzalez

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Agenda Item	Time
1. Check in/Coffee	8:45 am – 9:00 am
2. Roll Call Welcome by Chair Introduction Overview of the agenda ( <i>Discussion &amp; Action item</i> )	9:00 am – 9:30 am
3. Review and assessment of last retreat goals in Year 2002 Other follow-up areas from previous retreat goals ( <i>Discussion &amp; Action item</i> )	9:30 am – 10:00 am
4. Commission's major goals ( <i>Discussion &amp; Action item</i> )	
a. Equal Access Ordinance – Guest: Willie Nguyen	10:00 am – 11:30 am
b. Day Labor Program Monitoring	
c. Enhancing Attainment of Citizenship	
Break	11:30 am – 11:40 am
5. Review structure of Committees and Amendment of Bylaws ( <i>Discussion &amp; Action item</i> )	
a. Program & Access	11:30 am – 12:30 pm
b. Policy & Legislation	
c. Finance & Operations	
6. Second Immigrant Rights Summit ( <i>Discussion &amp; Action item</i> )	
a. Pros and Cons	
b. Feasibility - Budget & Cost	12:30 pm – 1:00 pm
c. Theme	
d. Summit Planning Committee	
7. Adjournment	1:00 pm
Pot Luck Lunch	To follow meeting adjournment





## Meeting Information

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### Full Commission

2009 2008 2007 2006 2005 2004 2003 2002 2001 2000 1999 1998

San Francisco Immigrant Rights Commission

2005 RETREAT AGENDA

Saturday, February 26, 2005, 8:45AM to 1:00PM

American Legion in Chinatown, San Francisco  
1524 Powell Street. Vallejo & Green

Facilitator: Dr. Jay Gonzalez  
Minutes of Meeting on February 26, 2005

### I. Review & Assessment of last retreat goals (2002)

1. Effective working IRC-getting a quorum-not enough commissioners attending meeting
2. Increase visibility – Given out certificate (get more exposure)

Name out there

Media contact

Resolution

3. EAS-implementation –Community awareness
4. Good Referral source

### Report Card

A very good

B good

C average -IRC commission at this level. We have room to improve.

D poor

- » What should we do to improve the performance?
- » We need to strengthen the EAS ordinance & elect officials & dept head.
- » Need to strengthen the commission & Increase visibility.
- » Need to do outreach in the community.
- » Increase more citizenship classes.
- » Help other immigrants to obtain better opportunity.
- » Providing & referring services for immigrants
- » Limited Staff. How can we increase staff?
- » Establishing & implementing a procedure of investigation for complaint. Many people don't know about us to file a complaint.
- » No language bank.

### II. Specific Issues

#### A. Equal Access Ordinance Implementation

##### 1. Implement EAS/Issues (lack of resources)

- a. Not clear-lack of client implement law
- b. Resistant to change –IRC not important
- c. Lack of outreach }
- d. Lack of procedure} Lack of Capacity
- e. Working w/dept }
- f. History/context token/symbolic
- g. Tapping into what exists-resources

##### 2. Guest speaker: Willie Nguyen, Staff Attorney from The Legal Aid Society.

Deborah invited Mr. Nguyen to talk about language access.

He came to the commission to give a brief summary of the main federal law to improve language access to LEP residents.

**Title VI of the Civil Rights Act of 1964**-prevents discrimination of race & national origin by recipients of federal funding.

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Private right of action: if you feel you have been discriminated against you, you can sue the agency/agent in court.

**Executive order 13166:** this ensures that LEP persons have meaningful access to federally funded & federally conducted programs & activities.

For example: hospital, law enforcement, DMV & transportation

**CA State Laws:** The govt. agency that distributes the federal funds must issue guidance to their recipient on how they need to provide language access to LEP individuals. What level of service you are providing?

1. Number of portion –how many people are you serving?
2. How often are you interacting w/ them on a regular basis
3. Nature & importance of the program
4. Resources available

Website-for more information: LEP.GOV

**Language ID flash cards are used**

We need more tools to enforce the ordinance-many state ordinance are the same. There are not enough teeth to force the departments to comply.

The Commission should have the BOS to amend the ordinance to make it stronger.

**11135: Programs or activities funded by state; prohibits discrimination on basis of race & national origin**

**1259: Language assistance services; interpreters; notice; review**

**7290: Dymally-Alatorre Act:** There is no bite at this point-sets up a good provision to follow-no enforcement procedures.

State agency: there are guidelines-5% or more of people served by the local offices or facility of a state agency

Local agency: there are no set guidelines-bilingual staff & interpreters for contact position at the agency, which interact with the public.

Should hire a bilingual staff if there is an opening-no need to fire a staff.

Need to translate materials that are necessary for the services.

### 3. Strategy/Action

- a. Credibility –Enforcement-compliance plan
- b. EAS expertise of commission
- c. Political visibility/Public relations/ an event IRC summit/invite the media
- d. Embarrassment of non-compliance
- e. Highlighted the ones who's compliance is the best
- f. Work w/ other commissioners
- g. Notice –issue a report card
- h. Commission meeting, hearing, EAS Dept update} update w/ the BOS/Mayor
- i. Media attention/Campaign

### B. Monitor Day Labor Program

1. Implementation issues
  - a. IRC's involvement } issues?
  - b. Where are the resources to monitor DLP? Resources?
  - c. Legal issues/lawsuit?
  - d. Highly political program

### 2. Strategy /Action

- a. Clarify w/ Mayor & BOS/ role of commission
- b. No unless there is additional resources}staff
- c. Yes-given existing staff-commissioner cannot get involved w/ the program due to conflict of interest
- d. Next meeting to invite city attorney to give guidance. What is the responsibility for the DLP contract? How is our Commission going to monitor the contract? Exactly what is our function so we are clear on how to monitor the DLP.

### C. Citizenship & Initiatives /attainment

1. Mayor believes IRC should get involved in citizenship
2. Problems w/ funding
3. Directly-Documentation/study needs to be done
4. CBET \$ exist CA money
5. Prop 227 there is a pot of money

### III. IRC Summit (end of 2005 or beginning of 2006)



1. Lots of pros
2. Question funding
3. Partner w/ other organization}collaboration/reaching out to different organization
4. Create committee-access feasibility/cost \$30K-\$40K appox/fund raise
5. Commissioners/Volunteers/Staff support critical

#### IV. Committee IRC structure-Review the work of the committee

1. Amendment-ad hoc committee to explore
  2. Task to existing committees-Assign work to the committee & keep the existing committee
  3. Adhoc{ Amend  
{Task
  4. Expand committee membership-increase size of the committee by inviting CBO's to join
-







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MAR 10 2005

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## AGENDA

03-10-05A09 25 RCVD

- I. Roll Call
- II. Approval of minutes of February 14, 2004 (Action Item) (5 minutes)  
(Explanatory Documents) Public Comment
- III. Certificate of Honor to Isabel Huie, Ex-IRC Commissioner (5 minutes)  
(Information Item)
- IV. (Various Community Groups): Resolution Naming Victoria Manalo (30 minutes)  
Draves Park in the South of Market (Discussion/Action Item)  
Issues in Chinatown – Chinese Radio Interview of Chair  
(Discussion/Action Item)
- V. Activities (Discussion/Action Item) (30 minutes)
  1. Retreat Summary
  2. Committee Structure
  3. Amend Bylaws
- VI. Director Report (Information Item) (15 minutes)
  1. Report on Meetings/Activities
  2. Day Labor updates
- VII. Committee Reports (30 minutes)
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MAY - 6 2005

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**I. Roll Call:**

**Members Present** The meeting was called to order on 5:07 p.m., Commissioners Alexander, Escobedo, Haile, Huie, Kaff, Lau, Lee, Nguyen, Ow, Specktor, Tran were present. Commission Alexander arrived at 5:28 p.m. Tran left at 6:30 p.m.

**Members Absent** Commissioner Jones, Melara was absent excused.

**Others Present** Dang Pham, Executive Director & Winny Loi, Secretary

**II. Approval of minutes for Feb. 14<sup>th</sup>:** The Commission unanimously adopted the minutes.

**III. Certificate of Honor to Isabel Huie, Ex-IRC Commissioner:** Commissioner Huie was not present to receive the Certificate of Honor. She started with the Commission in 1997, and done great work for the Commission. We appreciate her work & contribution to the Commission. We will all miss her greatly.

**IV. Resolution Naming Victoria Manalo Draves Park in the South of Market:** Jay Gonzalez, former Commissioner & Professor at USF, Anthony Mandap- Filipino Consulate General, Candice Ramirez-USF student, Juner Valencia- USF student, Diane Romualdz- USF student, Glen Andag community outreach coordinator & Volunteer coordinator at the Filipino & American Foundation, Chris Wiseman, Anatolio Ubalde Filipino & Architect & Design, Marie-Lorraine Mallare-former Commissioner & Professor USF, Juree Kim- USF student, Fred Basconcillo from the Filipino National Historical Society, Mc Canlas. They all support this resolution & asked the Commission to adopt the resolution. Victoria Manalo Draves is the only woman of Filipino ancestry to win an Olympic gold medal. She was recognized in the 1948 edition of Life Magazine as one of the top athletes at the 1948 Olympics. She was born in San Francisco to an English immigrant mother and a Filipino immigrant father. She studied at the Fairmont Elementary School, when Bessie Carmichael was the Principal. She graduated from SF Junior College. She is an important role model to more than 40,000 Filipino American in SF. She faced discrimination when SF's Nob Hill diving club required that she drop her father's Filipino name, Manalo and take her mother's maiden name, Taylor, in order to be accepted to represent the organization. South of Market Project Area Committee voted unanimously to name the park after her. Commissioner Haile moved to approve the resolution & second by Commissioner Ow. The Commissioner unanimously adopted the resolution.

**V. Issues in Chinatown-Chinese Radio Interview of Chair:** Commissioner Lau informed the listeners about the work of the Immigrant Rights Commission. She received many calls of labor disputes & people who were working & not getting paid. Ms. Loi has been getting calls from the community asking for help on how to get their wages back. Rebecca Clark who is an investigator for the Dept. of Wage & Hour Unit, investigates violation of wage & hour claims. Chinese Progressive Association is also another organizations, which helps many workers get their wages back.

**VI. Activities:**

**1. Retreat Summary:** The Commission talked about issues of the Equal Access Ordinance.

Commissioner Escobedo invited Mr. Willie Nguyen, Staff Attorney from The Legal Aid Society, to educate the commission on the language terms. The Commission also discussed about the Day Labor Program, Citizenship & the Summit.

**2. Committee Structure:** The Program & Access Committee & the Policy & Legislation Committee is currently joint committee at this time. The Program & Access will continue to work on the Equal Access Ordinance; the committee will be a larger group. The Policy & Legislation Committee wanted to work with the Program & Access committee to do a hearing since the Departments were not fulfilling their goals. They wanted to get some kind of legislation passed that would prevent departments from cutting out the interpreter staff, since everyone is facing budget crisis this year. They should not be allowed to cut out bilingual staff.

**3. Bylaws:** The Commissioners discussed about the committees work & tries not to amend the bylaws.

**VII. Director Report:** Mr. Pham passed out information about a draft letter to the governor's office not to cut the budget such as Calworks & SSI, which impacts the immigrant communities. Mr. Pham, William Lee & Commission Lau met with Aryan Rodriguez & her assistant from Government of the District of Columbia. Mayor Anthony Williams supports the Language Access. They came to San Francisco to learn more about how the Immigrant Rights Commission implements language access. They have budget & staff to work on Language Access.

**Day Labor Program:** The contract needs four signatures. The director of La Raza Central Legal, William Lee, City Attorney & Naomi Little needs to sign the contract in order for it to be effective. Due to budget cuts, the contract is only good until the end of June & the amount given to them is \$48,500. After the end of June, the city will issue another contract for the whole year until June next year.

Commissioner Spektor attended the forum in the Richmond district. There were 11 judges to answer general & basic questions. They discuss drunk driving, landlord tenant & other common issues, which happen daily.

**Adjournment:** The Commission meeting was adjourned at 6:50 p.m.





# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

DOCUMENTS DEPT.

## Notice of Meeting and Agenda

APR - 8 2005

Date: April 11, 2005  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

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## AGENDA

- I. Roll Call
- II. Approval of minutes of March 14, 2004 (Discussion/Action Item) (5 minutes)  
(Explanatory Documents) Public Comment
- III. Presentation:
  1. David Still, U.S. Citizenship & Immigration Services: address citizenship classes & break down of ethnic citizenship (Discussion/Action Item) (15 minutes)
  2. Donna Levitt, overview of the Office of Labor Standards Enforcement. ( Discussion Item) (15 minutes)
  3. Hotel worker fight & the Boycott Endorsement. (Discussion/Action Item) (Explanatory Documents) Public comment (15 minutes)
- IV. Muni Complaint (Discussion/Action Item) (Explanatory Documents) (20 minutes)  
Public Comment
- V. Bylaws (Discussion/Action Item) (10 minutes)
- VI. Director Report (Information Item) (15 minutes)
  1. Asian Pacific American Heritage Month Celebration
  2. Report on Meetings/Activities
  3. Day Labor updatesPublic Comment
- VII. Committee Reports (Information/Discussion/Action Item) (20 minutes)
  - Finance & Operations Committee
  - Program & Access Committee
  - Policy & Legislation CommitteePublic Comment
- VIII. Public Comment
- IX. Next Meeting's Agenda (Discussion Item)
- X. Adjournment

For questions about the meeting please contact Winny Loi at 554-4789.

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## **KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE**

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Donna Hall, Clerk  
Sunshine Ordinance Task Force  
City Hall – Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4683  
(415) 554-7724 (Office)  
(415) 554-5163 (Fax)  
E-mail: donna\_hall@ci.sf.ca.us

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49 Van Ness-Mission  
F-Market & Muni Metro (Civic Center Station)

For more information about Muni accessible services call (415) 923-6142.

There is accessible on-street parking available in the vicinity of the meeting location. For assistance with special needs (large print agendas, sign language interpreters, etc.) call Dang Pham at (415) 554-7583.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that others may be sensitive to various chemical based products. Please help the City accommodate these individuals.

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### Full Commission

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### Immigrant Rights Commission

Minutes of Meeting on April 11, 2005

**A meeting of the Immigrant Rights Commission (IRC) was held on Monday, April 11, 2005 at City Hall Hearing room 416.**

#### I. Roll Call:

**Members Present** The meeting was called to order on 5:15 p.m., Commissioners Escobedo, Jones, Haile, Kaff, Lau, Nguyen, Melara, Ow, Specktor, Tran were present. Commissioner Tran arrived at 5:40 p.m. & Commissioner Melara arrived at 5:50 p.m. Commission Jones & Tran left at 6:30 p.m.

**Members Absent** Commissioner Alexander, Lee & Ng was absent excused.

**Others Present** Dang Pham, Executive Director & Winny Loi, Secretary. Mr. Pham left at 6 p.m.

#### III. Presentation:

**1. David Still** is the District Director of the US Citizenship & Immigration Services they are an agency under the Dept. of Homeland Security. The San Francisco district office of the USCIS runs from Bakersfield & Monterey County to the Oregon boarder. Processing time for naturalization takes an applicant 6 months from application to ceremony. In 1999 there were 200,000 pending applications in the district, now there are 40,000. Their website USCIS.gov provides the public with information. The new InfoPass system works really well to providing services to the public. People do not need to get up early in the morning & stand in line for many hours to get assistance. Currently, people make an appointment on the USCIS.gov & the average is a total of 30-60 minutes per each customer. Every two weeks they naturalize about 1,400 new citizens. They come from 95 -105 countries. During the first three months of the calendar year 2005, a total of 8,336 applicants were naturalized. The top 5 countries are China with 21%, Philippines with 16%, Mexico with 9.3%, India with 5.9%, Vietnam with 5.3%.

Rosemarie Fan works for Office of Citizenship Outreach and assists in arranging regular meetings with community agencies and AILA. 90% of the people who come in to take the test past the first time. People who spend time to attend citizen class do pass.

Only a very small percentage that gets to take the test in their own language, if they meet the age requirement, meet residents requirements, or under a disability waiver. The history and government questions that applicants need to study have been the same for the past 10 years. They are also tested on their ability to read, speak & write English. They are also tested on the knowledge & government of the United States.

The Asylum Office is located in a separate building & under a separate jurisdiction. They make asylum determination within 120 days of receipt. If the officer does not believe the case is warranted, then it is referred to an immigration judge. It can go on the judge's calendar for 6 or 9 months. If the judge turns it down, it can be appealed in the immigrations appeals, if they turn it down, it can be appealed in Federal court. The Supreme Court is the final arbiter for the asylum claim.

**2. Donna Levitt with Office of Labor Standards & Enforcement:** The Chair of the Commission was on a radio show a few weeks ago & gotten calls about not getting paid the minimum wage or not get paid at all. Ms. Levitt came to give an overview of the office. Currently if you were making \$5.15 an hour working a 40-hour week, many would fall way below the poverty guidelines. The State recognizes that the Federal Minimum Wage not nearly a livable wage & many states have set their own. In CA the Minimum Wage is \$6.75 an hour. In SF the voters passed the minimum wage ordinance in Nov. 2003, which became the 1<sup>st</sup> City to implement the minimum wage. It took effect on Feb. 2004. Studies that were commissioned by the BOS, before the minimum wage past, showed that over 22,000 workers, mostly minority workers were earning less than \$8.50 an hour would receive an increase in pay. The studies projected that 38,000 SF residents would spend at least 45 million dollars of their wage increase within the city which would benefit local businesses & generate increase sales tax to the City. A recent United Way study find that a full time job would need to pay \$23 an hour to support a family of 4 in SF. Their minimum wage ordinance is a small step is to lift the low wagedworkers out of poverty & allow them to be less reliant on public assistance. Every year, the Office of Labor Standards Enforcement mail out a poster to all the businesses. This poster is in English, Chinese, Spanish, Tagalong, Russian, and Vietnamese. If the business has 10 or more employees, they must pay \$8.62 an hour, less than 10 employees or non-profits is \$7.75 an hour for this year. Next year everyone will be at \$8.62 rate as adjusted by the consumer price index. The SF ordinance applies to any employee who works 2 hours or more within the geographical boundaries in SF. It is unlawful for employers to retaliate against workers for filing a complaint or assisting others rights under the ordinance, or taking adverse action towards a person within 90 days of the person exercise of their rights under the minimum wage ordinance. After a hearing, the OLSE is empowered to enforce it, they may order back pay, reinstatement on a job for retaliation, or the city can revoke a business registration certificate or permits. Anyone can go to the website to get basic information about the ordinance & frequently asked questions: [www.sfgov.org/olse](http://www.sfgov.org/olse). There are claim forms in English, Spanish & Chinese. Their office not only enforces the minimum wage ordinance, they enforce the City's living wage ordinance known as MCO (minimum compensation ordinance) and that is a higher rate the is required to be paid by city service contracts. The health care accountability ordinance reinforces prevailing wages on construction contracts. They have 8 contract compliance officers, 3 are dedicated to the minimum wage enforcement, 1 is bilingual in Spanish, and they are in the process of highering one in Cantonese. Winny has been working for their office 2 hours a day assisting. She's been steering in some inquiries that came to the IRC office. She also accompanies their office on garment factory inspections where she was very knowledgeable & get workers to feel comfortable talking which was very helpful. They do education & outreach. They have also testified at the Small Business Commission, they have done public service announcements. There have been notices in the ethnic media; they also work with community-based organizations. They have a cooperative relationship with the State Division of Labor Standard Enforcement. Most advocacy groups prefer to deal with the OLSE, because they are not as bureaucratic, they don't set up an immediate conference where the worker needs to confront their employer. They will listen to the workers story & represent the workers & keep them confidential to the greatest extent as possible.

**3. Prithika Balakrishnan & Kelly Dugan staff members of the Local 2 Hotel Employee & Restaurant Employees Union:** Ms. Balakrishnan & Dugan gave an update on the status of 14 hotels & also asked the commission to endorse the boycott. Local 2 is the largest private sector union in SF. They have 13,000 members in SF & San Mateo County that are in the hotel & restaurant industry. They represent 85% of the hotel workers in SF. Most of the workers are immigrants. Their contract expired in August & was in negotiations since July. The 14 hotels represent about 4,000 workers. On Oct 4<sup>th</sup>, hotels went on strike for 2 weeks. The strike ended because of the support from the community. There was a 60-day period that there will be no strike & no lockout period. Individual supervisors have supported this boycott. They have a written Boycott endorsement statement for the Immigrant Rights Commission to support. These are a few supporters who supported the boycott endorsement: Democratic Central Committee, Asian Law Caucus, Harvey Milk Club, City Attorney Dennis Herrera, half of the Board of Supervisors, Assemblymen Yee & various clergy members who supported this boycott. Here are a couple of items that they are asking for: they would like a 50-cent increase per an hour for non-tipped & 30 cent increase for tipped employees. The employer wants to transfer more of the cost of Health insurance to the employee. Pension increases the eligibility & certain classification of employees; this would make it impossible to keep their benefits throughout the year. Commissioner Escobedo added an amendment to the boycott endorsement: Immigrant worker are particularly impacted by this labor dispute in San Francisco. It is in the best interest of the immigrant community and all of the individuals and families who live and work in the Bay Area to support the workers of the fourteen hotels who are

engaged in this labor dispute. Commissioner Escobedo made a motion to adopt this boycott endorsement, which was second by Commissioner Ow.

**IV. Muni Complaint: Annette Williams & Joe Speaks-** Commissioner Escobedo had a few questions on the response letter. There is currently one transitional employee in the office. There are temporary employees who are bilingual. The commission would like a copy of the list & also a copy of the memo. BART is the lead agency that is doing the translations because it's a regional wide program. Muni has an obligation to translate the discount card forms & brochures in Spanish & Chinese. Muni is pushing BART to get this translate.

**Joe Speaks with MTA-** Submitted the late compliance plan to the Commission. They lost their Spanish internal translator in their communications department. They do contract out the materials to translation agencies. They do have a Spanish part timer on the passenger services line. They have held on to the internal Chinese translator. The Program & Access will draft an appropriate response. This will be placed on the agenda to determine if they are in compliance.

**V. Bylaws:** continue for next meeting.

**VI. Directors Report:**

**Asian Pacific American Heritage Month Celebration:** This year the Mayor plans to have a ceremony to proclaim Asian Pacific American Heritage Month on May 2<sup>nd</sup> here in City Hall. There will be a reception to follow. Mr. Pham informed Darlene Chiu that the Immigrant Rights Commission wants to join the Mayor and the City in this celebration. He will follow up with Darlene & keep everyone informed of the development.

**Meeting:** On March 29<sup>th</sup>, he joined with Bill Lee to meet with Will Sanchez, the newly appointed Special Counsel and Sarah DeCosse, Senior Trial Attorney of the Office of Special Counsel for Immigrant-Related Unfair Employment Practices of the US Department of Justice in Washington, DC. The purpose of this meeting is to discuss related issues about the discrimination in the area of employment for the immigrants. He will assist the City as much as he can to reach out to the immigrant residents here in San Francisco.

On March 31<sup>st</sup>, Bill Lee & Mr. Pham met with Wallie Doerge, Diana Bean of the Office of the Visa Services & Glen Keiser of the Office of Children Issues of the US Department of State in Washington, DC. They discuss important issues related to the visa in light of the post Sept. 11 & Patriot Act. This meeting is a new effort of the State Department to do outreach to the local governments about the visa issues.

**Activities:** On March 21<sup>st</sup>, Mr. Pham attended a community forum with Mr. Michael Marine, US Ambassador to Vietnam. During the forum, Mr. Marine talked about trade, economic developments, public health, human rights & exchange culture programs in Vietnam & the US efforts to enhance the relationship between two countries.

**Day Labor Program Contract:** The contract still needs to get approval from the Office of Contract Administration. After approval, the check will be issued to La Raza Central Legal.

**II. Approval of minutes for March 14<sup>th</sup>:** Commissioner Haile moved to approve the minutes & second by Commissioner Ow. The Commission unanimously adopted the minutes.

**Adjournment:** The Commission meeting was adjourned at 7:00 p.m.





# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

## Notice of Meeting and Agenda

DOCUMENTS DEPT.

Date: May 9, 2005  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

MAY - 6 2005

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## AGENDA

05-06-05 A09-30 RCVD

- I. Roll Call
- II. Approval of minutes of April 11, 2005 (Discussion/Action Item) (5 minutes)  
(Explanatory Documents) Public Comment
- III. Tier 1 Department  
1. Critique Compliance plans (Discussion/Action Item) (15 minutes)  
(Explanatory Documents)  
Public comment
- IV. Muni -Draft response to compliance plan (Discussion/Action Item) (20 minutes)  
Public Comment
- V. Bylaws (Discussion/Action Item) (10 minutes)
- VI. IRC Celebration of Asian Heritage Month(Discussion/Action Item)
- VII. Director Report (Information Item) (15 minutes)  
1. Update Equal Access Ordinance  
2. Equal Access Hearing  
3. Report on Meetings/Activities  
4. Day Labor updates  
Public Comment
- VIII. Committee Reports (Information/Discussion/Action Item) (20 minutes)  
• Finance & Operations Committee  
• Program & Access Committee  
• Policy & Legislation Committee  
Public Comment
- IX. Public Comment
- X. Next Meeting's Agenda (Discussion Item)
- XI. Adjournment

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**Immigrant Rights Commission**

**Minutes of Meeting on May 9, 2005**

**City Hall, Hearing room 416**

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### I. Roll Call:

**Members Present** The meeting was called to order on 5:30 p.m., Commissioners Alexander, Escobedo, Haile, Lau, Lee, Ng, Nguyen, Ow, Tran were present. Commissioner Tran left at 6:20 p.m. & Commissioner Lee left at 6:30 p.m.

**Members Absent** Commissioner Jones, Kaff, Melara & Spektor was absent excused.

**Others Present** Dang Pham, Executive Director & Winny Loi, Secretary.

**II. Approval of minutes for April 11<sup>th</sup>:** Commissioner Haile moved to approve the amended minutes & second by Commissioner Ow. Check the static's for the naturalizing citizens every month. The Commission unanimously adopted the amended minutes.

### III. Tier 1 Department:

**Critique Compliance plans** – The letter was sent out to DA's office, Rent Board, Elections, Adult Probation, Emergency Communications, Department of Parking & Traffic, Juvenile Probation. Juvenile Probation is the only department who did not submit the compliance plans for 2 years. Departments that did not submit 2005 plans are Adult Probation, Juvenile Probation & Parking and Traffic. Our authority is to state the department non-compliance & send the findings to the Mayor & Board of Supervisor. Motion: That Pursuant to section 89.13 that we find the Juvenile Probation Department in non-compliance with the equal access to City Services Ordinance and that the ED draft a letter specifying the nature of the non-compliance (not inconsistent with the letter sent to the department in April 2005) and that this draft be circulated to the members of the program and access committee no later than one week prior to the next committee meeting for final review. Once finalized by the Equal Access Committee, the findings of non-compliance shall be transmitted to the Mayor, The Board of Supervisors, Human Resources & the Department designated pursuant to section 89.13. Commissioner Escobedo made a motion & was seconded by Commissioner Ow. Motion: That pursuant to section 89.13 that we find the Adult Probation Department and the Department of Parking & Traffic in non-compliance with the Equal Access to City Services ordinance and that the ED draft a separate letter for each department specifying the nature of their respective non-compliance after reviewing all prior compliance plans for each department and that these draft letters be circulated to the members of the program and access committee no later than one week prior to the next committee meeting for final review. Once finalized by the Equal Access Committee, the findings of non-compliance for each department shall be transmitted to the Mayor, the Board of Supervisors, and others designated pursuant to section 89.13. Commissioner Escobedo made a motion & was seconded by Commissioner Haile.

Centralized place for translation, recommend putting on June's agenda as a discussion & action item.

How we can collect information about what translators the Tier 1 department uses, if they are happy or not happy with whom they are using.

Commissioner Escobedo suggested that we get the Equal Access Ordinance Translated into Chinese & Spanish.

She also suggested that we sent a letter congratulating a few Tier 1 departments for doing a good job with translating documents & assisting the monolingual speakers. Commissioner Lau suggested doing a press conference to recognize the ones that did well.

» **IV. Muni Draft:** put on next month's agenda.

» **V. Bylaws:** Chair Lau asked Mr. Pham to modify the language of the bylaws, so the Commission can approve for next months meeting.

**Loss quorum at 6:30pm.**

### Director's Report:

#### 1. Equal Access Ordinance:

Due to the budget issue, a number of the city departments have been consolidated to another agencies or closed out. At this time, there are 14 Tier 1 departments instead of 16 as indicated in the EAS Ordinance. The Department of Aging and Adult Services merges with the Department of Human Services and the Department of Consumer Assurance was closed and their responsibility and services transferred to the Department of Public Health. So far we did receive 11 compliance plans from the following departments: Department of Elections, Department of Human Services, Department of Public Health, Department of Public Transportation, District Attorney's Office, Emergency Communications Department, Public Defender's Office, Sheriff's Office, Police Department, Rent Stabilization and Arbitration Board and Fire Department.

#### 2. Day Laborer Program:

Immigrant Rights Commission received final approval from the Office of Contract Administration for the contract of Day Laborer Program. The advance funding in the amount of \$24,750 has been approved and released to the contractor at the starting point of the program.

According to the City Attorney's Office, this current contract is a very short one (March to June 2005), and based on the last RFP, the City needs to work with the City's Attorney Office to amend the current contract so that the City can extend for another 12 months before we can run another round of RFP. We are in the process of coping the contract for the members of the Day Laborer Program monitoring committee so we can begin to monitor the performance of this contract.

#### 3. Meetings/Activities:

- Mr. Pham attended the Human Trafficking Forum at the Asia Society on 4/18/05. Commissioner Ivy Lee was one of the key presenters on the issue.
- On April 19<sup>th</sup>, joined Commissioners Vera Haile met with Bill Slotnik and staff from the CTAC (Community Training Assistance Center).
- On April 20<sup>th</sup> at 4:30PM, Commissioners Lau, Sonia Melara, Zina Spektor, Bill Lee met with the Mayor. At this meeting, Commissioners shared with the Mayor of the main issues came up during the annual Commission's retreat and highlighted some of the key areas such as: upcoming



hearing of the EAS compliance plans of the city departments, Day Laborer Program contract, citizenship education, etc.

- d. On April 26, 2005, Mr. Pham attended the press conference in Mayor's office to announce the appointment of Edwin Lee to the position of City Administrator and the Mayor also appoints William Lee to a newly created position to coordinate the trade, economic development, tourism to the Pacific Rim countries such as China, Taiwan, Vietnam, Singapore, Japan, etc. The appointment of Edwin Lee is pending the approval of the Board of Supervisors. The Immigrant Rights Commission is part of the Office of City Administrator.
- e. Mr. Pham met with Supervisor Ma to follow up with her suggestion that the Immigrant Rights Commission joins with her and President Peskin and other supervisors to call for a public hearing for the status of the compliance of the EAS.
- f. On May 26, 2005 at 4:30PM in City Hall – Room 416, the Immigrant rights Commission is joining the Human Rights Commission to conduct a special hearing of the REAL ID Act of 2005 legislation. The purpose of this hearing is taking the public testimonies on impact of the Real ID Act (HR 418) and raises public awareness of this legislation among the immigrant residents in San Francisco.

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### Full Commission

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### Notice of Special Meeting and Agenda

Date: May 25, 2005  
Time: 6:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 421  
One Dr. Carlton B. Goodlett Place

### AGENDA

- I. Discussion of nominations in the following categories: 1 hour
- African American
  - Chinese
  - Filipino
  - Hispanic
  - Middle Eastern Countries
  - Russian
  - Vietnamese
- II. Adjournment

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Sunshine Ordinance Task Force  
City Hall - Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4683  
(415) 554-7724 (Office)  
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# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

## Notice of Meeting and Agenda

DOCUMENTS DEPT.

Date: June 13, 2005  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

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## AGENDA

- I. Roll Call
- II. Approval of minutes of May 9, 2005 (Discussion/Action Item) (5 minutes)  
(Explanatory Documents) Public Comment
- III. Nomination for the IRC Community Awards for the 8th Anniversary Celebration (60 minutes)  
(Discussion/Action Item)
- IV. Resolutions: (20 minutes)
  - 1. Equal Access to Services Ordinance - Resolution concerning budget impacts
  - 2. Resolution regarding 49ers' offensive video (Discussion/Action Item)
- V. Joint Hearing: REAL ID Report and Action Plan. (Discussion/Action Item) (10 minutes)
- VI. MUNI -Draft Response to compliance plan (Discussion/Action Item) (10 minutes)
- VII. Director Report (Information Item) (20 minutes)
  - 1. Update Equal Access Ordinance
  - 2. Equal Access Hearing
  - 3. Report on Meetings/Activities
  - 4. Commission Anniversary
  - 5. Day Labor updates
  - 6. Change of administrative leadership from Bill Lee to Edwin Lee
- VIII. Committee Reports (Information/Discussion/Action Item) (10 minutes)
  - Finance & Operations Committee
  - Joint Program & Access Committee & Policy & Legislation Committee
- Public Comment
- IX. Next Meeting's Agenda (Discussion Item) (5 minutes)
- X. Adjournment

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**Immigrant Rights Commission  
Minutes of Meeting on June 13 2005  
City Hall, Hearing room 416**

**I. Roll Call:**

**Members Present** The meeting was called to order on 5:00 p.m., Commissioners Alexander, Enssani, Escobedo, Haile, Jones, Lau, Lee, Melara, Ng, Nguyen, Ow, Tran & Specktor were present. Commissioner Alexander arrived at 5:30 p.m. Commissioner Nguyen left at 5:15 p.m. & Commission Lee left at 5:25 p.m.

**Members Absent** Commissioner Eke & Kaff were absent & excused.

**Others Present** Dang Pham, Executive Director

**II. Approval of minutes for May 9<sup>th</sup>:** The Commission unanimously adopted the amended minutes.

**III. Nomination for the IRC Community Awards for the 8th Anniversary Celebration:** The following are individuals & groups who were nominated by the Commissioners:

Adbul Abudraham  
Sandy Close- ED of California News Media  
Dr. Joaquin Gonzalez  
David Ho-Chinatown Community Development Center  
Mujeres Unidas y Activas  
Self Help for Elderly  
Judge Lillian Sing  
Steve Suzuki-Asian Neighborhood Design  
Terrence Valen-Director of the new Filipino Community Center  
Little Saigon Project in Tenderloin.

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Some commissioners suggested giving certificates to the 10 nominations & some commissioners don't want to give out to all, due to the amount of time we have to do the ceremony. It will be difficult for the Chair to present all these awards. The nominees are going to receive three awards, one from the IRC, Mayor & BOS.

Some commissioners thought there would not be much value to the awards if we gave out too many.

In the future to be an objective process, we should select a person or an organization from a region.

Next time the commission should set a limit of awards that are given out. Since the Commissioners have given five or six awards in the past, that we should stay within the same number.

Commissioner Escobedo made a motion to nominate 6 awards for the IRC anniversary. Commissioner Tran seconds the motion. The Commission unanimously adopted the motion to vote for 6 nominees. The Commissioners nominated:

Adbul Abudraham  
David Ho- Chinatown Community Development Center





Dr. Joaquin Gonzalez  
Steve Suzuki-Asian Neighborhood Design  
Little Saigon Project  
Mujeres Unidas y Activas

IV. **1. Resolution:** Commissioner Escobedo drafted a resolution concerning the potential impact of budget cuts on the implementation of the Equal Access to Services Ordinance (EASO). There was one amendment to correct city program to city programs. Commissioner Haile moved to approve the resolution & second by Commissioner Lee. The Commissioner unanimously adopted the amended resolution.

**2.** Commissioner Lee drafted a resolution condemning the racist, sexist, and homophobic training video produced and used by the San Francisco 49ers and demanding a visible commitment by the 49ers to the human and civil rights values of our City. Commissioner Lau & Lee made amendments to the resolution. Below is the entire resolution:

**Resolution condemning the racist, sexist, and homophobic training video produced and used by the San Francisco 49ers and demanding a visible commitment by the 49ers to the human and civil rights values of our City.**

WHEREAS, the City and County of San Francisco, according to the Year 2000 Census, is home to more than 350,000 immigrants (nearly 50% of the total population); and

WHEREAS, the Asian/Pacific Islander community and the Lesbian, Gay, Bisexual, and Transgender community are invaluable participants in the social, economic, and political fabric of the City and County of San Francisco; and

WHEREAS, the City and County of San Francisco is committed to protecting, enforcing, and advancing the human and civil rights of all its residents, especially those communities traditionally targeted for discrimination; and

WHEREAS, there have been several recent incidences in which severe anti-civil rights and anti-human rights problems in the culture of the San Francisco 49ers are demonstrated, including homophobic comments by Garrison Hearst, reports by Lindsay McLean (retired head athletic trainer for the 49ers for more than 20 years) of anti-gay hate speech and actions by players and his personal physical confrontations during his tenure with the 49ers, and most recently, the racist, sexist, and homophobic training video shown at the conclusion of the 49ers "diversity training" program; and

WHEREAS, the racist depiction of the Chinese in the training video is offensive to all communities of color as well as all individuals who may not be proficient English speakers;

WHEREAS, the 49ers benefit greatly from their relationship with the City and County of San Francisco; and

WHEREAS, to the rest of the nation, the 49ers is a symbol of San Francisco and bears the name of our City in the National Football League, and its reputation and values may appear to reflect that of the City's; and





WHEREAS, male athletes often represent the masculine ideal, serve as role models to our City's youth, and influence the mind-set of many fans; now, therefore, be it

RESOLVED, that the Immigrant Rights Commission condemns the racist, sexist, and homophobic training video and the damaging corporate culture which produced it and tolerated it; and be it

FURTHER RESOLVED, that the Immigrant Rights Commission commits to work collaboratively with our Mayor, the Board of Supervisors, the Human Rights Commission, and community-based organizations to insure that the 49ers take concrete and visible steps to demonstrate their long-term commitment to the values and diversity of the City which supports them; and be it

FURTHER RESOLVED, that the Immigrant Rights Commission, representing the immigrants which comprise almost 50% of the population in the City, will urge the City to withhold such support as the building of a new stadium for the 49ers until there is clear and satisfactory evidence that the 49ers are making internal policy changes and engaging in external community outreach to reform its culture, rebuild its image, and strengthen its ties to the community that lends them support.

V. **Joint Hearing: REAL ID Report and Action Plan:** placed on next months agenda

VI. **MUNI –Draft Response to compliance plan:** Commissioner Escobedo drafted two letters which Ms. Loi has sent to Mr. Michael Burns on June 7<sup>th</sup> & June 8<sup>th</sup>. The first letter was response to MUNI's non-compliance with the Equal Access to City Services Ordinance and the inadequacy of MUNI's compliance plan. The second letter was addressing the resolution of complaint filed against MUNI pursuant to San Francisco's Equal Access to Service Ordinance.

VII. **Director's Report:**

**1. Equal Access Ordinance:**

Since the last meeting of the Commission, we had received the annual compliance plans from Juvenile Probation Department and Parking and Traffic Department. Mr. Pham still has not heard from The Adult Probation Department or received their annual compliance plan as requested.

**2. Day Laborer Program:**

The contract of Day Laborer Program was in place. The advance funding in the amount of \$24,750 has been approved and released to the contractor. We did receive the first progress report as required by the contract. According to the City Attorney's Office, this current contract is a very short one (March to June 2005), and based on the last RFP, the City's Attorney Office need to amend the current contract so that the City can extend for another 12 months before we can run another round of RFP. On June 10<sup>th</sup>, Mr. Pham did receive a draft of the amendment of the contract from the City Attorney's Office. We are in the process in arranging for a site visit.

**3. Meetings/Activities:**

- a. On May 20<sup>th</sup> met with the German Parliament on Immigration about the Commission. They want to learn more about our Commission as well as the current issues.
- b. On May 23<sup>rd</sup>, Commissioner Zina Spektor joined Mr. Pham to attend the Immigrant Rights Day in Sacramento. This event is an annual event and organized by different groups to lobby for the immigrant rights related legislations pending in Sacramento.



- c. On May 26<sup>th</sup>, attended the joint hearing with the Human Rights Commission (HRC) on the impact of the REAL ID Act related issues. A number of the Commissioners also join with the HRC's Chairperson to conduct this hearing.

#### **4. Commission Anniversary Event:**

The Commission decided to hold an event to celebrate the 8<sup>th</sup> years of inception on July 12<sup>th</sup> at 4:45PM in City Hall. At this event, the Commission will recognize and present the outstanding service awards to the community leaders and organizations for their dedication and services to enhance the quality of life for the immigrant community in San Francisco.

At this time, the Mayor has been scheduled to attend. He will need to follow up with the members of the Board of Supervisors of their attending.

He also met with a couple of organizations and individual to explore the possibilities for them to financially support of this event.

#### **5. New City Administrator:**

Two weeks ago, the Board of Supervisors did unanimously vote to approve the appointment of Edwin Lee to the post City Administrator of the City and County of San Francisco. Mr. Edwin Lee will be sworn in on June 24<sup>th</sup> by Mayor Gavin Newsom.

There is a celebration dinner to honor Mr. Edwin Lee has been scheduled for Sunday, June 26, 2005 at 6:00PM at New Asia Restaurant located at 772 Pacific Avenue. The cost per person for this dinner is \$27.50 or \$275 for a table of 10 persons.

**Adjournment:** The Commission meeting was adjourned at 7:00 p.m.







# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

July 29, 2005

**TO:** Mayor Gavin Newsom  
Members of the Board of Supervisors

**From:** Diana Lau, Chairperson  
Deborah Escobedo, Vice-Chairperson  
Members of the Immigrant Rights Commission

**CC:** Stuart Sunshine, Acting Executive Director, MUNI  
Members of the Municipal Transportation Agency's Board of Directors  
Phil Ginsburg, Department of Human Resources

**SUBJECT:** Findings of Non-Compliance - MUNI  
Equal Access to City Services Ordinance

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**Background:**

The Immigrant Rights Commission is charged with monitoring and facilitating compliance with San Francisco's Equal Access to Services Ordinance (EAS). To ensure that the ordinance is properly monitored, Section 91.9(a) requires that each Tier 1 Department submit an annual compliance plan. The Commission has thoroughly reviewed the 2005 Compliance Plan submitted by the Municipal Transportation Agency (MUNI) and has found the plan to be profoundly lacking, and, therefore, MUNI to be in non-compliance with several key provisions of EAS.

Although EAS requires that compliance plans be submitted by February 1 of each year, MUNI did not submit its plan until April 11, 2005. After a thorough review, the Immigrant Rights Commission sent MUNI a detailed analysis of the plan by letter dated June 7, 2005, and requested that it respond to specified concerns. (See June 7 attachment.) MUNI's response was not received by the Commission until the day of our July 11 meeting. (See July 8 attachment.) In general, the Commission finds MUNI's response to be perfunctory and of little substance. We further believe that the response exhibits a flagrant disregard for MUNI's obligations under EAS and for its obligation to provide equal and accessible services to all residents of San Francisco, regardless of one's immigrant background or language ability.

**Findings of Non-Compliance:**

Pursuant to Section 91.13, the Immigrant Rights Commission has found MUNI in non-compliance with the following provisions of the Equal Access to Services Ordinance:

**1. Non-Compliance with Sections 91.9(b) (3) and (4) Concerning "Public Contact Positions".**

Section 91.2(i) of EAS defines "public contact positions" as:

"... a position in which a primary job responsibility consists of meeting, contacting, and dealing with the public in the performance of the duties of that position."





Section 91.9 (b) (3) and (4) requires that an agency identify the number of public contact positions and how many of these positions are staffed by bilingual employees. Although MUNI has some 4000 employees, it only identified 27 total public contact positions. After reviewing the job classification descriptions found on MUNI's web-site, the Commission concluded that MUNI's had grossly undercounted the number of positions that meet the definition set forth above and that should be staffed by persons who are bilingual. MUNI's most blatant exclusion from this category are its transit operators (i.e. cable car, diesel bus operators, etc.). The Commission identified nine other job classifications which we believe fall within the definition of "public contact position" as set forth in the EAS and which MUNI excluded from its compliance plan. (See June 7 correspondence.)

## **2. Non-Compliance with Sections 91.3 and 91.9(b) (7), Providing the Same Level of Services to Limited English Proficient Persons.**

Section 91.3 requires that Departments utilize sufficient Bilingual Employees in Public Contact Positions in each language spoken by a Substantial Number of Limited English Speaking Persons. Departments comply with their obligations if they provide "the same level of service to Limited English Speaking Persons as they provide English speakers." (Emphasis added.)

By failing to identify an accurate number of public contact positions, MUNI has failed to properly identify the total need with respect to bilingual employees so that it can provide the same level of services to limited English speaking persons as they provide to their English speaking riders. (See Section 91(b) (7).)

In addition, MUNI identified only four employees in public contact positions who are available to provide some translation services in limited languages; admits that its translation services are not available "during all office hours"; and further admits that "[t]he layoffs and 'bumpings' resulting from the budget deficit" have negatively affected its ability to hire bilingual employees. Currently, MUNI does not provide the same level of service to Limited English Speaking persons as it does to English speakers, and has failed to take the steps necessary to provide an accurate assessment of its need for additional bilingual employees.

## **3. Non-Compliance with Sections 91.7, Providing Language Accessible Recorded Telephonic Messages.**

Section 91.7 states that "[a]ll Departments with recorded telephonic messages about the Department's operation or services shall maintain such messages in each language spoken by a Substantial Number of Limited English Speaking Persons . . ." (Emphasis added.)

MUNI maintains telephonic messages about its services on its service hotline. This service is available only in English and MUNI has no plans to provide this service in any other language.

## **4. Non-Compliance with Sections 91.4, 91.4 (c) and (f) and 91.9(b)(10), Concerning the Translation of Written Materials and Notices.**

Section 91.4 of EAS mandates that Tier 1 Departments translate materials and notices that provide vital information to the public about a Department's services or programs. Departments are also required to post notices in public areas informing the public that "written materials in the language(s) and staff who speak the language(s) are available" pursuant to Section 91.4(c). Section 91.4(f) provides that such materials were to be translated "within one year of the enactment" of EAS. Finally, Section 91.9(b)(10) requires that Departments are to provide the Commission with a list of the materials to be translated pursuant to Section 91.4.

Based on our review of MUNI's compliance plan and an on-site visit by the Commission's staff to MUNI's Information Center, we have found that MUNI has failed to: 1) translate all materials required under EAS; 2) post and translate appropriate notices; and 3) provide a complete list to the Commission regarding materials to be translated.

**Conclusion:**

San Francisco's immigrant communities rely heavily on the public transportation system for their economic survival. Although they pay fares like all other residents of San Francisco, MUNI refuses to expend any of its vast resources to ensure that its services are accessible to all in an equitable and non-discriminatory manner.

The failure of MUNI to take seriously its obligation to provide language accessible services to the City's immigrant population not only violates EAS but also profoundly undermines San Francisco's "Policy on Language Diversity" which seeks to foster "acceptance . . . as related to the use of languages other than English in the provision of public services and the employment of individuals whose primary language is not English."

We would also stress that language accessibility in the context of our public transportation system takes on an even greater sense of urgency given the most recent tragic events in London. San Francisco's immigrant communities should be assured that all the appropriate emergency signs and notices are properly translated. No such assurance has been given.

We believe that the issues raised by these non-compliance findings are serious and deserve the immediate attention of both the Mayor and the Board of Supervisors. We request that MUNI address these questions by August 12, 2005.

Please do not hesitate to contact Executive Director Dang T. Pham at 554-7583 or Compliance Officer Winny Loi at 554-4789 if you have any further questions regarding these findings.





# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

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Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

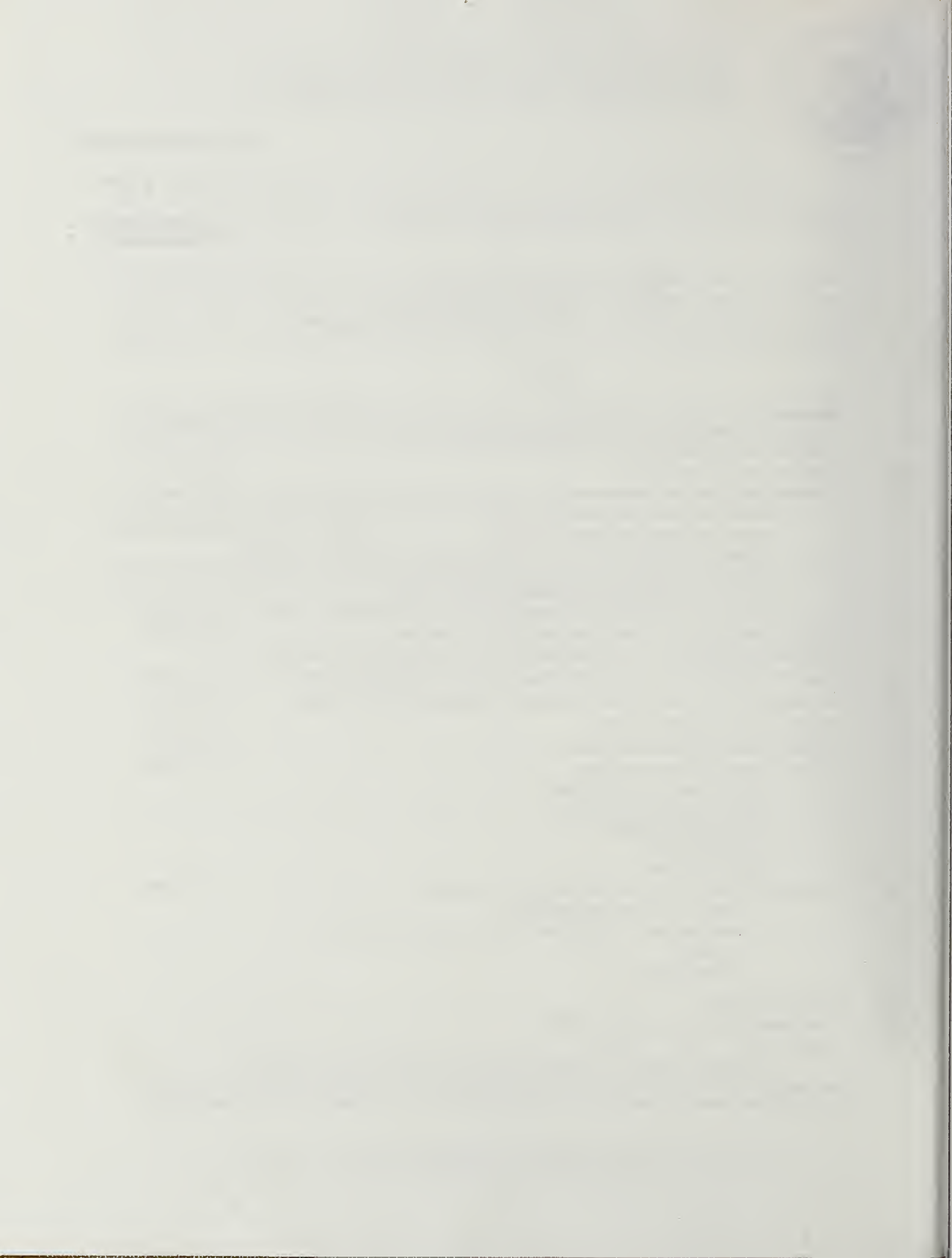
## AGENDA

- I. Roll Call
- II. Approval of minutes of June 13, 2005 (Discussion/Action Item) (5 minutes)  
(Explanatory Documents) Public Comment
- III. Welcome New Commissioners (5 minutes)
- IV. Presentation (Discussion/Action Item)
  1. Maria Luisa Oscar- Report on the Status of Services for Hispanic/Latino Seniors and Adults with Disabilities in SF (30 minutes)
  2. Samara Marion, Staff Attorney of Office of Citizen Complaints-investigate complaints of misconduct involving SFPD officers
  3. Rachel West-In Defense of Prostitute Women's Safety
- V. IRC 8th Anniversary Celebration & Awards ceremony (Discussion/Action Item) (15 minutes)
- VI. MUNI - Response to compliance plan and complaint letter and discussion/determination of non-compliance findings - (Discussion/Action item) (15 minutes)
- VII. Joint Hearing: REAL ID Report and Action Plan (Discussion/Action Item) (10 minutes)
- VIII. Meeting with Luna regarding the Equal Access Ordinance (Discussion Item) (10 minutes)
- IX. Bylaws (Discussion/Action Item) (30 minutes)
- X. Winny's departure (Information Item) (5 minutes)
- XI. Director Report (Information Item) (10 minutes)
  1. Update Equal Access Ordinance
  2. Report on Meetings/Activities
  3. Commission Anniversary
  4. Day Labor updatesPublic Comment
- XII. Committee Reports (Information/Discussion/Action Item) (10 minutes)
  - Finance & Operations Committee
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- XIII. Public Comment
- XIV. Next Meeting's Agenda (Discussion Item)
- XV. Adjournment

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### Immigrant Rights Commission

### Minutes of Meeting on July 11 2005

City Hall, Hearing room 416

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#### I. Roll Call:

**Members Present** The meeting was called to order on 5:10 p.m., Commissioners Alexander, Enssani, Escobedo, Haile, Lau, Melara, Ng, Nguyen, Specktor & Tran were present. Commissioner Tran arrived at 5:57p.m. Commissioner Ng arrived at 5:18p.m & left at 6:35 p.m.

**Members Absent** Commissioner Eke, Jones & Ow were absent & unexcused. Commissioners Kaff & Lee were absent & excused.

**Others Present** Dang Pham, Executive Director & Winny Loi Commission Secretary

**II. Approval of minutes for June 13<sup>th</sup>:** Commissioner Melara moved to approve the amended minutes adding some information of how the commissioner will nominate awardees for next anniversary, which was second by Commissioner Haile. The Commission unanimously adopted the amended minutes.

**III. Welcome New Commissioners:** Commissioner Enssani & Eke.

**1. Rachel West-In Defense of Prostitute Women's Safety:** The Board of Supervisors passed resolution Mitigating Violence Against Prostitutes. Ms. West has been working with Supervisor Ammiano & also met with other BOS who supported this resolution. Sex work is a way of supplementing starvation. They are vulnerable to violence. Many women work in unsafe areas. The police & the courts never take violence against the sex workers seriously. Many are illegal immigrants, who are vulnerable & always taken advantage of. Most women are mothers. There is a lack of welfare support for immigrant mothers. On page 35 of the San Francisco Task Force on Prostitution Report, there is good recommendation in the report, which talks about immigration and prostitution. There was lots of input in the immigrant rights organizations, such as the Asian Aids Project & The Center for Southeast Asia Refugee Settlement. This report was written to benefit sex workers, including immigrants. If it were implemented, the Police & courts would have to prioritize protecting prostitution from violence. She wants the IRC to support a resolution, so she can bring it back to the BOS to get this implemented. Immigrant sex workers would greatly benefit from the implementation. 7.6 million dollar was the estimate for 1996 when the task force was meeting. The money was spent on spying, harassing, arresting & prosecuting sex workers. The task force proposed that the money should be spent on protection & services. If this money were released to the community it would help single mothers & other young immigrant women who want to get out of prostitution. Help in housing & childcare is what they need most.

**Chandra Roderick from Crossroads Women Center:** Many sex workers are women of color & immigrants. These women face high levels of violence. They are forced to work on the streets. A Black woman who is picked up on a sweep; the chances of being deported are very high. Many of these workers take more dangerous jobs & underground jobs. Commissioner Melara suggested that they should go to the BOS & asking them to ensure or enforce the changes, when the changes are made. Make sure the Police Department & the District Attorney's (DA) office behave differently towards the sex workers. Police Department & DA may not be the department to bring out programs & resources for women. The BOS should ask the Department of Human Services, Department of Public Health & other departments to help women who are working on the streets. The funds that the Police Dept. & the DA's office should be used in a more positive way. Urge the Mayor's office & City Departments to invest resource available to assist this population. Commissioner Lau suggested that Ms. West should work with Commissioner Lee to draft a resolution. Commissioner Haile moved to accept the principle of the resolution from In Defense of Prostitute Women's Safety & ask them to incorporate suggestions of immigrants & broadening the scope of the services. Commissioner Melara seconded the motion.

**2. Maria Luisa Oscar-Report on the Status of services for Hispanic/Latino:** She works for the Institute on Aging. There are 10 district wide social service workers & she is the only one who speaks Spanish. The total population between disabled & seniors that are Spanish speaking is 40,000. The report is a comparative analysis of 7 programs. The City, State & Federal, funds these programs. This provides the basic needs of life for seniors. They have the highest poverty rate of any other senior & ethnic group. The poverty rate for individuals at the age of 65 or older has an income of \$8,000 a year. On page 10, there were 11,577 Public Housing & Section 8 Households listed as elderly or disabled with the following breakdown. Caucasian receives 34%, Asian/Pacific Islander receives 32%, African American receives 25.5%, & Hispanic receives 7.5%, Native American receives 0.05%. In this case Hispanic/Latino recipients, at only 7.5% of those served, are very significantly underserved in comparison to their percentage in the relevant population. They have been complaining for a long time, because they have not received services. She met with Mike Farrah in the Mayor's Office on June 2004, he asked her to do a case study & show him numbers. She put together the Report on the Status of Services for Hispanic/Latino Seniors and Adult with Disabilities in San Francisco. The city did respond with something positive; they gave back her full time position.

**V. IRC 8<sup>th</sup> Anniversary Celebration & Award ceremony:** Commissioners Ng is bringing two roast pigs. Isabel & Jay cannot make it to the meeting, but the others are confirmed that they will attend. We have a total of a 120 people that will attend this event.

**VI. MUNI -Draft Response to compliance plan:** Commissioner Escobedo informed the commission that Muni was suppose to respond by July 1<sup>st</sup>, but they didn't respond until the day of the IRC meeting. The letter is not really a response. Commissioner Escobedo made a motion to find Muni of non-compliance of the Equal Access to Services Ordinance for the correspondence we issued on June 7<sup>th</sup> & June 8<sup>th</sup>; and that the Executive Director will draft a non-compliance findings consistent with the correspondence. It should be submitted to the Program & Access Committee four days before the next committee meeting. The Program & Access Committee will finalize the findings & it will be sent out thereafter. The Executive Director & the Commissioners should do a follow up to the Board of Supervisors. Commissioner Haile second.

**VII. Equal Access Ordinance-Report of the meeting with Luna Yasui:** Ms. Yasui was the program officer for Chinese for Affirmative Action (CAA), but now she has been promoted to Acting Director for CAA. CAA was one of the organizations, which put forth many efforts to get the Equal Access to Services Ordinance (EASO) passed. They have talked about amending the compliance plans. Commissioner Escobedo analyzes the EASO & suggests amendments to the Ordinance.

Amend the Tier 1 departments to add additional departments;  
Definition of Substantial Number of Limited English Speaking Persons;  
Definition of Public Contact Position;  
Need to enforce Sections 89.4. Translation of materials;  
The staff should do on site visits to the Tier 1 departments four times a year.

Ms. Yasui was going to write a letter to the Planning Department since they have not certify the language groups that they needed to do under the statue. Commissioner Escobedo is still working with Ms. Yasui on the language of the letter. The Planning Department is supposed to certify the language groups. Commissioner Melara suggested adding the Human Rights Commission to the list. Since they have a large staff to handle complaints.

The Program & Access Committee plan to meet on July 27<sup>th</sup>. There are 8 members on the joint committee. Ms. Loi will contact Commissioner Jones & Lee to resign from the joint committee, since there is a quorum issue.

**VIII. Bylaws:** Mr. Pham is working with the City Attorney's office to work on the language of the bylaws.

**IX. Winny's departure:** Winny is currently with the Office of Labor Standards Enforcement. She will eventually work there full time. The Immigrant Rights Commission is now in a process to find another person to replace Winny. During her time with the Immigrant Rights Commission, part of her assist Administrative Services answer calls & schedule the vehicle pool; she also assisted the City Administrator.

**X. Directors Report:** Commissioner Alexander was interested in Mr. Pham meeting with the German parliament. The Immigrant Rights Commission receives calls from the Mayor's office & was asked to meet with them. They wanted to know more about immigration & the immigrant community. In Germany they had same issues with undocumented immigrants. The meeting took place at the Human Rights Commission.

**Adjournment:** The Commission meeting was adjourned at 7:10 p.m.





# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

## Notice of Meeting and Agenda

DOCUMENTS DEPT.

Date: August 8, 2005  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

AUG 05 2005

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## AGENDA

- I. Roll Call
- II. Approval of minutes of July 11, 2005 (Discussion/Action Item) (5 minutes)  
(Explanatory Documents) Public Comment
- III. Presentation
  1. Patricia Erwin & Samira Causevic- Newcomers Health Program ~ San Francisco Department of Public Health about health issues impacting immigrants and refugees (20 minutes)
- IV. MUNI – Finding of Non-Compliance - (Discussion/Action item) (15 minutes)
- V. Bylaws (Discussion/Action Item) (15 minutes)
- VI. Equal Access Hearing (Discussion/Action Item) (10 minutes)
- VII. Racist comments on 92.7 FM radio station (Discussion/Action Item) (10 minutes)
- VIII. Commissioner Attendance (Discussion/Action Item) (10 minutes)
- IX. Director Report (Information Item) (10 minutes)
  1. Update Equal Access Ordinance
  2. Report on Meetings/Activities
  3. Commission Anniversary
  4. Day Labor updatesPublic Comment
- X. Committee Reports (Information/Discussion/Action Item) (10 minutes)
  - Finance & Operations Committee
  - Joint Program & Access Committee & Policy & Legislation CommitteePublic Comment
- XI. Public Comment
- XII. Next Meeting's Agenda (Discussion Item)
- XIII. Adjournment

For questions about the meeting please contact Winny Loi at 554-4789.

The ringing of and use of cell phones, pagers and similar sound- producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

## KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions,



boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For information on your rights under the Sunshine Ordinance (Chapters 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, please contact:

Donna Hall, Clerk  
Sunshine Ordinance Task Force  
City Hall – Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4683  
(415) 554-7724 (Office)  
(415) 554-5163 (Fax)  
E-mail: donna\_hall@ci.sf.ca.us

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at [www.sfgov.org](http://www.sfgov.org).

Copies of explanatory documents are available to the public on the Commission's webpage: [www.sfgov.org/immigrant/meeting.html](http://www.sfgov.org/immigrant/meeting.html); or, upon request to the Commission Secretary, at the above address or phone number.

#### **DISABILITY ACCESS**

The Immigrant Rights Commission meeting will be held in Room 416 at City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco.

The meeting location is between Grove and McAllister Streets and is wheelchair accessible. The closest BART and Muni Metro Station is Civic Center, about three blocks from the meeting location. Accessible Muni lines nearest the meeting location are:

42 Downtown Loop  
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F-Market & Muni Metro (Civic Center Station)

For more information about Muni accessible services call (415) 923-6142.

There is accessible on-street parking available in the vicinity of the meeting location.

For assistance with special needs (large print agendas, sign language interpreters, etc.) call Dang Pham at (415) 554-7583.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that others may be sensitive to various chemical based products. Please help the City accommodate these individuals.

#### **LOBBYIST ORDINANCE**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Street, Suite 3900, San Francisco, CA 94102, (415) 581-2300, FAX (415) 581-2317, web site: [sfgov.org/ethics](http://sfgov.org/ethics).



# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

## Notice of Meeting and Agenda

DOCUMENTS DEPT.

SEP - 8 2005

Date: September 12, 2005  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

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## AGENDA

09-05-05 APP-51 REV.

- I. Roll Call
- II. Approval of minutes of July 11, 2005 - (Discussion/Action Item) (5 minutes)  
(Explanatory Documents) Public Comment
- III. Welcome New Commissioners (5 minutes)
- Felix Levy
  - Samira McCoy
- IV. Support Ross Mirkarimi's Resolution to support the Iranians- (10 minutes)  
(Discussion/Action item) (Explanatory Documents) Public Comment
- V. Equal Access to Service Ordinance - (Discussion/Action item)
1. MUNI - Finding of Non-Compliance - (Discussion/Action item) (15 minutes)
  2. Equal Access Hearing (Discussion/Action Item) (15 minutes)
  3. Program & Access Committee to approve the 1<sup>st</sup> Draft of the outline of the compliance plans (Discussion/Action Item) (Explanatory Documents) (15 minutes)  
Public Comment
- VI. Bylaws (Discussion/Action Item) (Explanatory Documents) Public Comment (10 minutes)
- VII. Status of replacement for Commission Secretary position (10 minutes)
- VIII. Director Report (Information Item) (10 minutes)
1. Update Equal Access Ordinance
  2. Report on Meetings/Activities
  3. Day Labor updates
- Public Comment
- IX. Committee Reports - (Information/Discussion/Action Item) (10 minutes)
- Finance & Operations Committee
  - Joint Program & Access Committee & Policy & Legislation Committee
- Public Comment
- X. Public Comment
- XI. Next Meeting's Agenda (Discussion Item)
- XII. Adjournment

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## AMENDMENT TO BY-LAWS

### ARTICLE III:

#### **Item C: Attendance/Absences: (change)**

Members of the Immigrant Rights Commission (IRC) shall notify the Commission Secretary if she or he is unable to attend a regular or special meeting of the Commission or its committees.

Commissioners expect to attend 80% of annual meetings (10) and not miss more than 2 consecutive meetings unless extraordinary circumstances determined by the Chairperson of the Commission. If the attendance criteria have not been met, the Executive Director shall prepare an attendance report for the Chairperson. The Chairperson shall bring the matter to the Commission attention. Then the Chairperson will act on behalf of the Commission to notify the appointing authority in writing that the attendance requirement has not been met.

### ARTICLE V:

#### **Item B: Commission Quorum: (Add)**

A quorum shall consist of at least eight (8) Commissioners.

#### **Item C: Voting: (add)**

Immigrant Rights Commission members must be present to vote and participate. Teleconference participation is not permitted. The Immigrant Rights Commission shall take action on items on the agenda by roll call, voice vote or by show of hands.

#### **Item D: Public Participation: (add)**

The Chairperson of the Commission shall designate the length of time, not to exceed three (3) minutes that all speakers must adhere to. Non-English speakers will allow an additional of three (3) minutes for translation





Immigrant Rights Commission  
Minutes of Meeting on September 12 2005  
City Hall, Hearing room 416

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**I. Roll Call:**

**Members Present** The meeting was called to order on 5:00 p.m., Commissioners Eke, Enssani, Escobedo, Haile, Jones, McCoy, Ng, Nguyen, Specktor & Tran were present. Commissioner Eke arrived at 5:25p.m.

**Members Absent** Commissioner Alexander, Lau, Lee, Levy, Melara were absent & excused.

**Others Present** Dang Pham, Executive Director

**II. Approval of minutes for July 11<sup>th</sup>:** Commissioner Haile moved to approve the minutes which was second by Commissioner Jones. The Commission unanimously adopted the minutes.

**III. Welcome New Commissioners:** Commissioner McCoy is from Bosnia & she has been here for 11 years. She's worked 10 years with asylum & refugees at the Public Health Care Center. Commissioner Eke is from Nigeria & graduated from Golden Gate University.

**IV. Labor Commission Case:**

**Employer paid the worker, but worker said he was not paid for a portion of his work:** Commissioner Kaff tells the commission about the employer who hired a worker for a construction job. According to the employer, this worker worked for 3 weeks & was paid in cash after every workday. After the worker was discharged he filed a claim against the employer saying that he worked 22 hours & did not get paid. The employer alleges he really worked 90 hours & that he got paid for all the hours worked. The employer claims to have a receipt of payment to the employee. The worker filed a claim against the employer & the claim was sent to the wrong address, so the employer never received the letter and was unable to tell his side of the story. The employer is trying to get a hearing scheduled before the Labor Commission, so he can try to argue the case. Commission Escobedo gave the employer some referrals and strongly urged him to contact the SF Bar Association, which has a volunteer legal program that gives people free advice.

**V. Support Supervisor Ross Mirkarimi's Resolution to support the Iranians:**

Commissioner Enssani drafted a resolution supporting the House Resolution 367 and City of San Francisco resolution condemning bigotry, violence and discrimination against Iranian-Americans. Banafsheh Akhlaghi is the President of the National Legal Sanctuary for Community Advancement, which she began after 9/11. She testified to the following before the Commission: Her organization is dedicated to civil rights & human rights with the Middle Eastern community. They have been seeing discrimination against Iranians in the community. The calls arise out of FBI surveillances; FBI interviews at their homes or work place, there are at a heightened degree of immigration rights violation cases. Individuals who have been in the US for 20 plus years, who are US citizens and have been working for various companies, who are connected to the Dept. of Defense & had been granted their security clearances to work for these organizations or companies are now being denied immigration status. This denial is based on their alleged disloyalty to the US. When they





question loyalty, they want to know if they have families or connections to their home country.

Mehrdad Moayedzadeh is President of Bay Area Iranian-American Democrats and he testified to the following before the Commission: He spoke to a representative in Washington D.C. about the discrimination issue. Last year they received lots of discrimination reports & they still continue to receive a large volume of these reports. Commissioner Enssani stated that on 9/11 she lost a relative, an Iranian American, who was on the first plane to leave Boston from LA.

Commissioner Enssani moved to pass the draft resolution, which was seconded by Commissioner Jones. Commissioner Escobedo moved to amended the resolution with the following language: on the Further Resolved: that the Immigrant Rights Commission urges the San Francisco Police Commission to take steps to ensure that the San Francisco Police Department protects all San Franciscans from discrimination, especially those of South Asian (Middle Eastern) and Iranian descent most at risk due to the prejudicial misperceptions of culpability prevalent in the wake of the September 11<sup>th</sup> attack. Further resolved that the Immigrant Rights Commission recommends to the Mayor and the Board of Supervisors that they take all steps necessary to ensure that Supervisor Mikarimi's resolution supporting the House Resolution 367 condemning bigotry and discrimination against Iranian-Americans be fully implemented, and be it, Further resolved that the Immigrant Rights Commission recommends to the Mayor and the Board of Supervisors that they take all steps necessary to fully support the passage of House Resolution 367. Commissioner Jones seconded the motion. The Commission unanimously adopted the amended resolution.

- VI. **Equal Access to Service Ordinance:** Commissioner Escobedo provided the commissioners with background information concerning EAS: The Commission sent a letter to MUNI concerning non-compliance. The response was not adequate so the Commission issued non-compliance findings against MUNI to the Mayor & BOS. MUNI sent a letter back to the Commission requesting to meet. Commissioner Escobedo requested Mr. Pham to call MUNI to get some suggested dates & bring it to the next Program & Access Committee.
- EAS Hearing:** Commissioner Haile, Mr. Pham & a few other commissioners met with Ed Lee, City Administrator to discuss planning for an Equal Access hearing. Mr. Lee asked the Commission to draft a full report concerning which Departments are in compliance with EAS and & which ones are not in compliance. The commissioners met with Supervisor Ma who supports the idea of holding a hearing on the Equal Access Ordinance. The Supervisors would sponsor the hearing. Commissioner Escobedo will draft a report to be reviewed by the Program and Access Committee and to be brought before the Commission at the next full IRC meeting.

**Program & Access Committee to approve the 1<sup>st</sup> Draft of the outline of the compliance plans:** Commissioner Escobedo asked the Commission to read the Equal Access to Services Ordinance. The 2 languages that are formally recognized under EAS are Spanish & Chinese. The Planning Department needs to do an assessment of impacted languages so that 2 additional languages may be added, which are Tagalog & Russian. Commissioner Escobedo also reviewed several other provisions of EAS that she felt were important for the Commission to review. To date only Tier 1 Departments have provided the Commission with Compliance Plans. Commissioner Escobedo read the definition of Tier 2 Departments and asked Mr. Pham to go through all the City Departments & do an analysis and comprise a list of those Departments that fall within the definition of Tier 2 Department. He is to bring

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this list to the Program and Access Committee meeting and a draft letter, requesting compliance plans from Tier 2 Departments.

- VII. **Bylaws:** Commissioner Escobedo asked to put this over to the next month's agenda, so the Commissioners can further time to review it.
- VIII. **Status of replacement for Commission Secretary position:** According to Mr. Pham, he met with Ed Lee; City Administrator, who that Winny couldn't leave the Commission until there is a replacement for her position. Commissioner Escobedo feels that it is unfair to Winny, because she cannot work full time at her current position. Mr. Pham gave the Commission a copy of the Commission secretary description, which had not been updated/ . He needs to talk with the Human Resources Department to get the job description posted on the website as soon as possible. Mr. Pham needs to draft another job description by the next Program & Access Committee meeting, because the duties of the job description he provided have changed. Commissioner Escobedo suggested that the commission get a letter out to Mr. Lee expressing its concerns. .
- IX. **Directors Report: Day Labor Program:** The Mayor's Office of Budget has approved the PSC form for renewal of the Day Laborer contract. At this point, we are waiting for the approval from the Civil Services Commission. The tentative date of the hearing on this matter is October 3<sup>rd</sup>. The amount of the contract is for \$148,000.00 for the next 12 months for the Day Labor Program. Last week Mr. Pham received a copy of a letter from Anamaria Lopez of La Raza Centro Legal addressed directed to Ed Lee, regarding the delay of the renewal process. A copy of this letter was sent to all the Commissioners. Mr. Pham met with Ed Lee to discuss the letter. Ed Lee indicated to Mr. Pham that he would like to prepare all of the documents in advance so we can quickly process payment as soon as the Civil Service Commission approves the contract during their meeting scheduled on October 3<sup>rd</sup>. In addition, he needs to double check with the Budget Office to ensure that the money has been allocated for the project. Commissioner Escobedo directed Mr. Pham to invite Ms. Anamaria Lopez a to attend the next Commission meeting if this issue is not resolved.
- X. **Committee Report:** Finance & Operations Committee can work on issues such as the lack of a IRC budget & work on the employee clerical description. The Committee needs to get other Commissioners to join. For the next meeting, all committee agendas are to be sent to all commissioners.
- XI. **Next Meeting's Agenda:** Committee Membership; Commission Jones asked for a moment of silence for the Katrina victims & recommended a resolution for the Katrina victims for the next meeting. The issue of the City's response to such a disaster was also raised and to what degree the City's emergency services would be prepared to deal with language access issues also needs to be discussed. Commissioner Specktoed request to put Self Help Center, SF Superior Court & what services they provide & basic equal access issues on next month's agenda; Commissioner Escobedo requested that the Equal Access Ordinance be put on the agenda.

**Adjournment:** The Commission meeting was adjourned at 7:00 p.m.





**Resolution in support of House Resolution 367 and City of San Francisco resolution condemning bigotry, violence and discrimination against Iranian-Americans.**

WHEREAS, Iranian-Americans serve as government officials, in the military, and law enforcement, working to uphold the constitution of the United States and to protect all Americans; and

WHEREAS, Iranian-Americans are vibrant, peaceful and law-abiding citizens and residents of the Baha'i, Christian, Jewish, Muslim and Zoroastrian faiths, or are non-religious; and,

WHEREAS, Iranian-Americans have greatly contributed to the social and economic fabric of American society; and,

WHEREAS, The San Francisco Immigrant Rights Commission is seriously concerned regarding the findings, in the report of the Inspector General of the Department of Justice, of arrests followed by detentions for extended periods of time without charges, denials of access to counsel, and abuse by prison guards of nationals of Iranian origin following the attacks of September 11th, 2001; and,

WHEREAS, The San Francisco Immigrant Rights Commission is seriously concerned regarding the findings in that report of discriminatory enforcement of the immigration laws, leading to arbitrary detentions and deportations of nationals of Iranian origin; and,

WHEREAS, The San Francisco Immigrant Rights Commission is seriously concerned by the alarming number of reports of incidents of discrimination and bias-motivated crime against Americans of Middle Eastern descent, including Iranian-Americans, all across the Nation in the wake of the tragic events of September 11th, 2001; and,

WHEREAS, Supervisor Ross Mirkarimi has introduced a City resolution Supporting Representative Meehan, Representative Shays, Representative Mica, and Representative Feeney who have introduced a House Resolution 367 in the United States House of Representatives declaring that the government should ensure civil rights and civil liberties protections for Iranian-Americans, condemns bigotry against any Americans, including Iranian-Americans, encourages Iranian-Americans, encourages Iranian-Americans to share their experiences with local, State and Federal elected officials as well as others to end stereotypes, correct misconceptions and convey instances of abuse against the Iranian-American community, and calls upon local, State and Federal law enforcement authorities to investigate and vigorously prosecute crimes committed against all Americans, including Iranian-Americans that are based on actual or perceived race, color, religion, national origin or ethnicity; now, therefore, be it

RESOLVED, That The San Francisco Immigrant Rights Commission commends Supervisor Ross Mirkarimi for introducing a City resolution supporting the House Resolution 367; and, be it

FURTHER RESOLVED that the Immigrant Rights Commission urges the San Francisco Police Commission to take steps to ensure that the San Francisco Police Department protects all San Franciscans from discrimination, especially those of South Asian (Middle Eastern) and Iranian descent most at risk due to the prejudicial misperceptions of culpability prevalent in the wake of the September 11th attack, and be it

FURTHER RESOLVED that the Immigrant Rights Commission recommends to the Mayor and the Board of Supervisors that they take all steps necessary to ensure that Supervisor Mirkarimi's

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SEP 16 2005

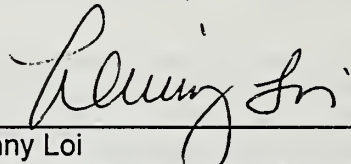
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1 resolution supporting the House Resolution 367 condemning bigotry and discrimination against  
2 Iranian-Americans be fully implemented, and be it

3 FURTHER RESOLVED that the Immigrant Rights Commission recommends to the Mayor and the  
4 Board of Supervisors that they take all steps necessary to fully support the passage of House  
5 Resolution 367.

6 **CERTIFICATION OF SECRETARY**

7  
8 I hereby certify that I am the duly appointed Secretary of the Immigrant Rights Commission and  
9 that the above Resolution was adopted and approved by the Immigrant Rights Commission at a  
10 properly noticed meeting on September 12, 2005.

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14   
15 \_\_\_\_\_  
16 Winny Loi  
17 Secretary of the Commission  
18  
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### IMMIGRANT RIGHTS COMMISSION

## NOTICE OF CANCELLED MEETING

NOTICE IS HEREBY GIVEN THAT THE MONTHLY MEETING OF THE **IMMIGRANT RIGHTS COMMISSION** OF THE CITY AND COUNTY OF SAN FRANCISCO SCHEDULED FOR MONDAY, OCTOBER 10, 2004 AT 5:00 P.M., HAS BEEN RESCHEDULED FOR OCTOBER 13, 2005, BUT TO DUE LACK OF QUORUM, MEETING HAS BEEN CANCELED.

THE NEXT MEETING WILL BE HELD ON MONDAY, NOVEMBER 14, 2005 AT 5:00 P.M. IN THE HEARING ROOM 416.

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### Full Commission

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### Notice of Meeting and Agenda

Date: November 14, 2005  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

### AGENDA

- I. Roll Call
- II. Approval of minutes of September 12, 2005 - (Discussion/Action Item)  
(Explanatory Documents) Public Comment (5 minutes)
- III. Welcome New Commissioners  
Felix Levy and Phu Nguyen (5 minutes)
- IV. Presentation (Information/Discussion Item)  
" West Bay Filipino Multi-Service Center (20 minutes)
- V. Equal Access to Service Ordinance - (Discussion/Action item)  
1. Meeting with MUNI (Discussion/Action item) (20 minutes)  
2. Meeting with Supervisors Peskin and Ma (Discussion/Action Item) (15 minutes)
- VI. Replacement for Commission Secretary position (Information Item) (10 minutes)
- VII. Director Report (Information Item)  
1. Cultural Competency Task Force  
2. Draft report of the  
3. Report on Meetings/Activities  
4. Day Labor Program updates  
" Renewal Contract  
" New RFP for the 2006-2007  
Public Comment (20 minutes)
- VIII. Committee Reports - (Information/Discussion/Action Item)  
" Finance & Operations Committee  
" Joint Program & Access Committee & Policy & Legislation Committee  
Public Comment (25 minutes)
- IX. Public Comment
- X. Next Meeting's Agenda (Discussion Item)
- XI. Adjournment

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### CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

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COMMISSION MEETING MINUTES  
NOVEMBER 14, 2005

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The Commission Meeting was convened by Vice Chair, Commissioner Deborah Escobedo at 5:05 p.m.

Commissioner Escobedo introduced Marie Mitchell as the new Commission Secretary for the Immigrant Rights Commission and called for the Roll Call.

**MEMBERS PRESENT:** Commissioners Deborah Escobedo, Solomon Jones, Svetlana Kaff, Felix Levy, Samira McCoy, Sonia Melara, Phu Nguyen and Zina Spektor; Commissioner Marlene Tran arrived at 5:15 p.m.; Commissioner Gilberto Alexander arrived at 5:20 p.m.; Commissioner (Chair) Diana Lau arrived at 5:35 p.m. and Commissioner Elahe Enssani arrived at 5:55 p.m.

**MEMBERS ABSENT:** Commissioner Vera Haile (excused), Ivy Lee and Sam Ng (excused).

**STAFF PRESENT:** Dang Pham, Executive Director, Marie Mitchell, Commission Secretary.

**GUEST PRESENT:** Winny Loi, former Commission Secretary, Edwin Jocson, Former Executive Director, West Bay Filipino Multi Service Center, Myrna Lim, Advocate, Community Leader and Marie Lorraine Mallare, Former Commissioner of IRC.

#### WELCOME NEW COMMISSIONERS

New Commissioners, Felix Levy and Phu Nguyen, were welcomed and they were asked to introduce themselves.

#### APPROVAL OF MINUTES - SEPTEMBER 12, 2005

Commissioner Jones moved to approve the minutes and Commissioner Melara seconded. No discussions followed and the minutes were approved as submitted. (Note: Commissioner Escobedo asked Mr. Pham to check with the City Attorney to determine whether or not a member can abstain from voting on the minutes if s/he did not attend the meeting).

#### PRESENTATION - WEST BAY FILIPINO MULTI-SERVICE CENTER

Ms. Marie Lorraine Mallare, Former IRC Commissioner, introduced herself, as well as Mr. Edwin Jocson, former Executive Director of West Bay and Ms. Myrna Lim, Advocate and Community Leader, made a joint presentation on behalf of West Bay, the first non-profit Filipino Multi-Service Center. The Center has been closed due to funds being held at the Board of Supervisor's Finance Committee. West Bay's current funding sources are the Department of Children Youth and Their Families, the Mayor's Office of Community Development, the Office on Aging and the Department of Public Health Community Behavior Health Service totaling \$468,501.

The impact of the budget lost in the community will affect 217 individual households which will no longer receive free food or groceries; 45 elderly Filipinos who will miss daily lunches and support services; and 52 youths who will not receive substance abuse education and social support.

#### (1) Meeting w/MUNI

On October 25, 2005, Luna Yasui of Chinese for Affirmative Action (CAA), Helen Kwan of Chinatown Community Development Corp. and Dang Pham met with Stuart Sunshine, Acting Executive Director of Municipal Transportation Agency (MTA) about the MUNI's noncompliance status of the Equal Access to City Services (EAS).

Mr. Sunshine strongly indicated that he is willing to work closely with the Commission and the leaders of the immigrant community to bring MUNI into compliance with the EAS Ordinance, but gave no specific dates to achieve this. At the meeting,

Mr. Sunshine also directed his Personnel Director to clearly identify the public contact positions. Mr. Sunshine will assign a liaison from his office to work closely with the Program Access Committee and the Commission in an effort to remove the MUNI from the non-compliance status list. But as of this time, the Commission has not received any contact information from the MUNI Liaison assigned to work with us.

## **(2) Meeting with Supervisors Peskin and Ma**

Commissioner Melara reported to the Commission of the meetings with Supervisor Peskin and Ma. Both meetings went very well. Supervisors Peskin and Ma agreed to Co-chair of the proposed hearing. Supervisor Peskin suggested for the Commission to work with the Department of Human Resources to the plan for the future for the recruitment of bilingual and bicultural staff. A number of city workers will be retiring either this year or next year in mass, which would give this Commission an opportunity to work closely with DHR and emphasize the hiring of bilingual and bicultural public contact positions.

## **REPLACEMENT FOR COMMISSION SECRETARY POSITON**

Mr. Pham introduced Ms. Marie Mitchell as the replacement Commission Secretary for Ms. Winny Loi, who has moved on to the Office of Labor and Standards.

Commissioner Lau informed that this was Commissioner Marlene Tran's last meeting and that she will be missed! She encouraged her to stay active and thanked her for her community activism and dedicated services.

Commissioner Lau also thanked Ms. Loi for all her many years of dedicated work for the Commission.

## **DIRECTOR REPORT**

Commissioner Escobedo complimented Mr. Pham on his Director's written report.

### **(1) Cultural Competency Task Force**

Commissioner Melara expressed her concern of Mr. Pham's time consumed while working as one of the lead staff for this Task Force. In addition to Mr. Pham, other staff support include Ron Vincent, Department of Telecommunications & Information Services and Kevin Matthews, Assessor/Recorder's Office.

### **(2) Day Labor Program**

Mr. Pham indicated that the Day Labor Program's renewal contract has been signed by all parties involved and the money has been released by the Mayor's Office. La Raza Centro Legal, Inc. already received their first check for reimbursement for July, August and September 2005. The RFP for next year has gone out, and there was only one application from La Raza Centro Legal, Inc. thus far. At the proposal conference, there were two organizations present, La Raza Centro Legal and the Volunteer America in Oakland. Volunteer America decided not to submit a proposal.

## **COMMITTEE REPORTS**

### **(1) Finance & Operations Committee**

Nothing to Report

### **(2) Joint Program & Access Committee & Policy & Legislation Committee**

Mr. Pham was asked to put together the next clean draft so it could be sent to all of the committees before the next meeting. Commissioner Melara requested that everyone read the report, page by page, line by line, as every Commissioners name will be on it. She requested that if Commissioners don't agree with something or need more clarification, it will be discussed at the next meeting..

## **NEXT MEETING'S AGENDA**

Commissioner Lau reminded Commissioners to contact staff to place proposed items on the agenda. The staff will then develop a draft agenda, which will then be reviewed and approved by the Chair.

## **ADJOURNMENT**

Commissioner Escobedo moved that the Commission meeting be adjourned, seconded by Commissioner Jones. The meeting was adjourned at 7:00 p.m.





# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

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## Notice of Meeting and Agenda

Date: December 12, 2005  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

12-13-05A09138 RCVJ

### AGENDA

- I. Roll Call
- II. Approval of minutes from November 14, 2005 - (Discussion/Action Item) (5 minutes)  
(Explanatory Documents) Public Comment
- III. Public Comments (15 minutes)
- IV. Endorsement the International Migrants' Day (Discussion/Action Item) Interfaith (20 minutes)  
Coalition for Immigrants seeking the endorsement of the Commission for the  
International Migrants' Day Celebration in San Francisco
- 12/05 V. Equal Access to City Services (Discussion/Action Item) (60 minutes)  
Review and Approve the Draft Report on the Status of the Implementation of the EAS  
Program Access Committee & Policy and Legislation Committee
- VI. Director Report (Information Item) (10 minutes)
  - 1. Not in Our Town - Northern California, KQED convenes a small leadership  
group to focus on the hate violence in San Francisco
  - 2. Cultural Competency Task, First meeting of the Task Force on December 6,  
2005, at 10:00 a.m. in City Hall - Room 416
  - 3. DREAM Act Update
  - 4. Day Labor Program Update
  - 5. Meetings/Activities
- VII. Next Meeting's Agenda (Discussion Item)
- VIII. Adjournment

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### CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

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COMMISSION MEETING MINUTES  
DECEMBER 12, 2005

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Chair Diana Lau convened the meeting at 5:15 p.m.

#### ROLL CALL

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**MEMBERS PRESENT:** Commissioners Diana Lau, Elahe Enssani, Solomon Jones, Felix Levy, Samira McCoy, Sonia Melara, Zina Specktor, Jamal Dajani.

**MEMBERS ABSENT:** Commissioners Gilberto Alexander, Deborah Escobedo (excused), Svetlana Kaff (excused), Ivy Lee (excused), Sam Ng (excused), Phu Nguyen.

**STAFF PRESENT:** Dang Pham, Executive Director, Marie Mitchell, Commission Secretary.

**GUEST PRESENT:** Mr. Leomid Nokhodriu, United Humanitarian Mission; Mr. Kim Singh, Asian American Public Policy Institute.

#### APPROVAL OF MINUTES FROM NOVEMBER 14, 2005

Commissioner Melara moved that the Minutes be tabled until the meeting of January 9, 2006.

#### PUBLIC COMMENTS

Mr. Leomid Nokhodriu, President, United Humanitarian Missions asked for the Commission's endorsement regarding his organization. Commissioner Diana Lau explained that the Commission does not endorse organizations.

Mr. Kim Singh, Executive Director of Asian American Public Policy Institute reported that INS is illegally detaining individuals for deportation. Since San Francisco has no detention facility, detainees must be taken to Yuba County, Bakersfield or Santa Clara County Jails with a traveling time of 3 hours each way in small vans without windows.

Other problems that the detainees experience: lacking of medical treatment, no translation services, and inadequate legal representation.

#### EQUAL ACCESS TO CITY SERVICES

#### **Review and Approve of the Draft Report on the Status of the Implementation of the EAS Program Access Committee & Policy and Legislation Committee.**

Commissioner Melara stated that the draft report is near completion. Commissioner Escobedo is drafting the Executive Summary and the conclusion of the EAS Report. Commissioner Lau asked Commissioners to notify Commissioner Escobedo on or before the January 9<sup>th</sup> meeting if they have any changes for the final EAS draft report.

#### DIRECTOR'S REPORT

##### **1. "Not In Our Town"**

KQED convenes a small leadership group to focus on what concrete measures might be in place to encourage a unified response to hate crimes and build safe communities for everyone.

A key resource in the discussions will be "Not in Our Town" a landmark PBS series and national anti-hate campaign now entering



its second decade. At this gathering KQED-TV will share with the participants the campaign's effective work on racism and anti-Semitism along with the issues of hate crimes based on gender identity and sexual orientation.

## **2. Cultural Competency Task Force**

The Cultural Competency Task Force held its first meeting on December 6, 2005 at City Hall.

## **3. DREAM Act Updates**

On November 18, 2005 a bipartisan group of United States Senators introduced the Development, Relief, and Education for Alien Minors (DREAM) Act of 2005 (Senate Bill S.2075). This proposed legislation would allow undocumented students who have lived in the United States for at least 5 years and have graduated high school or received a graduate equivalency diploma (GED) to legalize their immigration status, thereby making them eligible to Federal financial aid, and allow states to consider these students as state residents for tuition purposes at state universities or colleges. The bill will become law if passed by both houses of Congress and signed by the President before the end of 2006.

## **4. Day Labor Program Updates**

The reimbursement checks for July, August and September 2005 have been issued to the Contractor, La Raza Centro Legal.

At the time of the deadline for submission of the Day Labor proposals, the City had only received one proposal. The current city contract with the La Raza Centro Legal will expire on February 28, 2006.

## **5. Meeting/Activities**

On November 28, 2005 Mr. Pham met with Mr. Kevin Matthews of the Assessor-Recorder's Office to coordinate the first Cultural Competency Task Force.

On December 2, 2005, Mr. Pham participated in the WE THE PEOPLE ...THE CITIZEN AND THE CONSTITUTION Annual Mock Hearings sponsored by Congresswoman Nancy Pelosi's District Office in San Francisco.

### **NEXT MEETING'S AGENDA**

Discussion of Neighborhood Meetings  
Review the draft of EAS Report  
Committee Assignments

### **ADJOURNMENT**

Moved by Commissioner Melara and seconded by Commissioner Alexander, the meeting was adjourned at 6:55 p.m.



# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

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JAN - 9 2006

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## Notice of Meeting and Agenda

Date: January 9, 2006  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

01-09-06A11 11:00 AM

### AGENDA

- I. Roll Call (5 minutes)
- II. Approval of minutes from November 14 and December 12, 2005- (10 minutes)  
(Discussion/Action Item)  
(Explanatory Documents)
- III. Public Comments (15 minutes)
- IV. Equal Access to City Services (EAS) (45 minutes)  
(Discussion/Action Item)  
Review and Approve the Draft Report on the Status of the Implementation of the EAS  
Program Access Committee & Policy and Legislation Committee
- V. Committee Assignments (10 minutes)
- VI. Planning of Neighborhood Meetings for Year 2006 (20 minutes)  
(Information/Discussion/Action Item)
- VII. Director Report (10 minutes)  
(Information Item)
  - 1. Congresswoman Pelosi's statement on National Immigration Policy
  - 2. HR 4437 - The Border Protection, anti-Terrorism, and Illegal Immigration Control Act
  - 3. Relocation of Newcomer High School
  - 4. Cultural Competency Task Force
  - 5. Meetings/Activities
- VIII. Next Meeting's Agenda (Discussion /Action Item) (5 minutes)
- IX. Adjournment

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### CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

MINUTES  
JANUARY 9, 2006

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MEMBERS PRESENT: Commissioners Diana Lau, Elahe Enssani, Deborah Escobedo, Vera Haile, Flex Levy, Samira McCoy, Phu Nguyen, Zina Spektor, and Jamal Dajani; Commissioner Solomon arrived at 5:15 p.m.

MEMBERS EXCUSED: Commissioners Gilberto Alexander, Svetlana Kaff, Ivy Lee, Sonia Melara and Sam Ng.

Commissioner Diana Lau convened the meeting at 5:10 p.m. and wished everyone present a Happy New Year!

STAFF PRESENT: Dang Pham, Executive Director, Marie Mitchell, Commission Secretary

GUESTS PRESENT: Cynthia Cen, Newcomer High School and Leonid Blushtein, private citizen

#### APPROVAL OF MINUTES - NOVEMBER 14, 2005

Commissioner Escobedo moved to approve the amended minutes of November 14, 2005. Commissioner Nguyen seconded the motion. With no further discussion the minutes were approved as amended.

#### APPROVAL OF MINUTES - DECEMBER 12, 2006

Commissioner Haile requested that the minutes reflect she was excused absent from the December 12<sup>th</sup>, meeting.

Commissioner Enssani moved to approve the amended minutes of December 12, 2005. Commissioner Dajani seconded the motion. With no further discussion the minutes were approved as amended.

#### PUBLIC COMMENT

Cynthia Cen, Teacher, Newcomer High School informed the Commission that the San Francisco Unified School District currently has a proposal before the School Board to relocate Newcomer High School to the Edison site and possibly change their name to Newcomer Education Center.

Mr. Leonid Blushtein (through translation) indicated that within the Russian Community in San Francisco he finds it difficult to receive materials with Russian translation during the election process (the Election's Department has translation in Spanish, Chinese, etc.). He feels the Russian Community is not adequately represented and would like the Commission to intervene on their behalf to develop materials in Russian, and asked why there is no publication as to the nature of The Immigrant Rights Commission.

Commissioner Escobedo informed Mr. Blushtein that the Commission would be holding a hearing on language issues in April and encouraged Mr. Blushtein to attend.

#### EQUAL ACCESS TO CITY SERVICES (EAS)

Commissioner Escobedo went over the draft page by page with the Commissioners to making sure everything was correct. Her judgment was used to determine if a city department was compliant or not based on the department's annual plan. Staff will put the draft in the final form and it needs to be reviewed again by the members of the Program & Access Committee at their February 22<sup>nd</sup> meeting.

Commissioner Solomon Jones, on behalf of the Commission, thanked Commissioner Escobedo for her genuine effort and all the valuable work she has done on the report and he moved that the EAS preliminary report be approved as amended. The motion was seconded by Commissioner Haile and approved.

#### COMMITTEE ASSIGNMENTS

Commissioner Lau asked members to review the list of committee assignments to ensure they are listed on the committee of their desire and notify Mr. Pham before the next Commission Meeting if changes need to be made.

#### PLANNING OF THE NEIGHBORHOOD MEETINGS

Commissioner Lau indicated that only one meeting was held last year. The Commission needs to do quarterly neighborhood meetings. The month and location to hold the meetings need to be discussed. Commissioner Alexander suggested that an announcement of the neighborhood meetings should be printed in the local newspaper. The Commission decided that neighborhood meetings would be held in the Richmond, Visitacion Valley and Tenderloin District in March, July and October 2006.

#### DIRECTOR'S REPORT

Mr. Pham informed members that HR 4437 bill would have an impact to the immigrant residents. The language in the bill requires that church and non-profit organizations must pre-screen potential job applicants before referring them to jobs or job training program. Commissioner Haile echoed her concern with HR 4437.

The bill mandates that the employers of all sizes for all industries government run with electronics verification system.

Commissioner Dajani will work with staff to draft a resolution to urge Senator Feinstein and Senator Boxer to vote against the HR 4437. The Commission will review at the next month meeting.

#### ADJOURNMENT

Commissioner Haile moved, seconded by Commissioner Levy, to adjourn the meeting at 6:50 p.m.



# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

## Notice of Meeting and Agenda

Date: February 13, 2006  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

### AGENDA

- I. Roll Call (5 minutes)
- II. Approval of minutes from January 9, 2005- (*Discussion/Action Item*)  
(*Explanatory Documents*) (10 minutes)
- III. Public comments (10 minutes)
- IV. Presentation (*Information/Discussion Item*) (10 minutes)  
a. Arab Cultural & Community Center  
Dr. Sally Al-Daher – Executive Director
- V. EAS (*Discussion/Action Item*) (50 minutes)  
a. Final Draft of the EAS Report  
b. MUNI's extension request  
c. 2006 Compliance plans  
d.
- VI. Committee Assignment (15 minutes)  
(*Discussion/Action Item*)
- VII. Director's Report (15 minutes)  
a. EAS  
b. Update on HR 4437 - Senrenbrenner bill  
c. Language Access & Cultural Competency Working Committee –  
Juvenile Probation Department  
d. Cultural Competency Task Force  
e. Meetings  
(*Discussion /Action Item*)
- VIII. Next Meeting's Agenda (5 minutes)  
(*Discussion/Action Item*)
- IX. Adjournment

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### Immigrant Rights Commission

Minutes of Meeting on February 13, 2006 at City Hall – Room 416

The meeting was called to order by Commissioner Diana Lau at 5:00 p.m.

#### I. Roll Call:

**Members Present:** Commissioners Lau, Escobedo, Alexander, Dajani, Haile, Jones, Levy, McCoy, Melara, Spektor, Ng, and Nguyen were present.

**Members Absent:** Commissioners Kaff, Lee, Enssani.

**Staff Present:** Dang Pham, Executive Director, Vanessa Soriano, Intern.

**Guest Present:** Dr. Sally Al-Daher, Executive Director of Arab Cultural & Community Center

**II. Approval of Minutes:** The Commission will consider the minutes of January 9, 2006 meeting at March meeting.

#### III. Public Comment:

None

#### IV. Presentation:

Dr Sally Al-Daher, Executive Director of the Arab Cultural & Community Center in San Francisco informed the Commission about her organization. The Arab Cultural & Community Center has been involved with many aspects in empowering the Arab community. The Center offers the extensive human services network and established liaisons with public agencies, which in turn have resulted in meeting the specific cultural needs of our community. The Center also receives grant from MOCD for outreach and cultural service. As part of the commitment to better serve the community and respond to its needs, the Center offering the Arabic language program for adults. The most prideful accomplishment is the cultural competency program which was initiated after September 11 and which collaborates with many agencies and organizations that serve the Arab community in the Bay Area in order to ensure that their services are culturally and linguistically competent.

#### V. Equal Access to Services (EAS)

The Commission reviewed the final draft of the EAS Report.

Commissioner Escobedo went over the changes in the final draft version compares to the previous versions in the areas of translation of written materials, language assessment, and the qualified bilingual staff to check the translation.

Based on the argument made by Commissioner Levy, Commissioner Escobedo urges the Commission to remove the partial compliance category out of the report.

The Commission determined that the EAS Report should be delivered to the Mayor, the Board of Supervisors, City Administrator Edwin Lee, all City departments not just the Tier 1 departments, and the public.

Commissioner Haile made the motion to approve the EAS Report and Commissioner Melara seconded the motion. The Commissioners approved the motion to release the Report.

Commissioner Jones suggests that the Report should be posted on the Commission's website for public. Commissioner Melara requested that staff should have a final ready to go version for final review by the members of the Program Access Committee at their regular meeting on February 22, 2006. After that the EAS Report should be ready to release to everyone.

#### VI. Committee Assignment:

The Commission reviewed the Committee membership list:

##### » PROGRAM & ACCESS AND POLICY & LEGISLATION COMMITTEE:

##### Members:

- » Deborah Escobedo
- » · Gilberto Alexander
- » · Samira Causevic McCoy
- » · Vera Haile
- » · Sonia Melara (Chair)
- » · Diana Lau
- » · Jamal Dajani

##### Meeting Time:

Jointly meets every 4<sup>th</sup> Wednesday of the month in City Hall at 5:30 pm

##### » FINANCE & OPERATIONS COMMITTEE:

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Members:

- » Sam Ng
- » • Zina Spektor
- » • Svetlana Kaff (Chair)
- » • Solomon Jones
- » • Phu Nguyen

Meeting Time:

Meets every 3<sup>rd</sup> Tuesday of the month in City Hall at 11:30AM

**VII. Director's Report:****1. 2006 Compliance Plan:**

To this date, the Commission received five (5) 2006 compliance plans from the following departments:

- » Controller's Office
- » • District Attorney's Office
- » • Fire department
- » • Juvenile Probation Department
- » • Rent Board

**2. Rally for Immigrant Rights in Oakland:**

On Saturday, February 25, 2006, the Immigrant Workers Freedom Ride will organize a rally in Fruitvale District of Oakland to call on the US Senate to reject the HR 4437 – the Border Protection, Anti-terrorism and Illegal Immigration Control Act. The Immigrant Workers Freedom Ride also invites the Commission to attend this rally.

**» Language Access & Cultural Competency Working Committee – Juvenile Probation Department:**

The Committee invites the Commission to join it in its continuing effort to improve services to the city youth, especially, the immigrant youths and their families. This Committee includes representatives of local service providers, Juvenile Probation Department, and the school district. It meets monthly at the main office of the Juvenile Probation Department.

**4. Cultural & Competency Task Force:**

The Task Force will meet on February 23, 2006 in City Hall. At this meeting, Randy Dongug of Xtech Company, a contractor, will make a presentation about the 3-1-1 citywide informational line, a new customer call service center. At this meeting, Chris Vein, Director of DTIS also talk about the schematic of the current city website's and the proposed framework for the translation. The Cultural & Competency Task Force has met with numerous experts from the private and public sectors to explore ways to better serve our immigrant residents.

**5. REAL ID Report:**

Enclosed please find a copy of the latest version of the draft of the Report on REAL ID Act.

**VIII. Next Meeting Agenda:**

On the next meeting's agenda, the Commission would like to discuss about the neighborhood meeting.

**IX. Adjournment:**

Commissioner Haile moved, seconded by Commissioner Jones to adjourn the meeting at 6:55 p.m.





# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

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## Notice of Meeting and Agenda

Date: March 13, 2006  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

### AGENDA

- I. Roll Call (5 minutes)
- II. Approval of minutes from January 9 and February 13, 2006 (10 minutes)  
(Discussion/Action Item)  
(Explanatory Documents)
- III. Public comments (10 minutes)
- IV. Presentation (Information/Discussion Item) (10 minutes)  
a. Dolores Park Project  
Luis De Jesus  
b. Hate-Free San Francisco campaign  
Christina Dorodimas  
The Working Group/Not in Our Town
- V. EAS (Discussion/Action Item) (50 minutes)  
a. EAS Report  
b. 2006 Compliance plans
- VI. Neighborhood Meeting (15 minutes)  
(Discussion/Action Item)
- VII. Director's Report (15 minutes)  
a. Number of the 2006 compliance plans received to date  
b. Immigrant Rights Rally regarding HR 4437 in Oakland  
c. Language Access & Cultural Competency Working Committee –  
Juvenile Probation Department  
d. Cultural Competency Task Force  
e. Draft Report on REAL ID Act  
(Discussion/Action Item)
- VIII. Next Meeting's Agenda (5 minutes)  
(Discussion/Action Item)
- IX. Adjournment

For questions about the meeting please contact Marie Mitchell at 554-4789.

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

### KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards,

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TEL (415) 554-7583; FAX (415) 554-7934

councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For information on your rights under the Sunshine Ordinance (Chapters 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, please contact:

Donna Hall, Clerk  
Sunshine Ordinance Task Force  
City Hall – Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4683  
(415) 554-7724 (Office)  
(415) 554-5163 (Fax)  
E-mail: [donna\\_hall@ci.sf.ca.us](mailto:donna_hall@ci.sf.ca.us)

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Copies of explanatory documents are available to the public on the Commission's webpage: [www.sfgov.org/immigrant/meeting.html](http://www.sfgov.org/immigrant/meeting.html); or, upon request to the Commission Secretary, at the above address or phone number.

#### **DISABILITY ACCESS**

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F-Market & Muni Metro (Civic Center Station)

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### Immigrant Rights Commission

Minutes of Meeting on March 13, 2006 at City Hall – Room 416

The meeting was called to order by Commissioner Diana Lau at 5:20 p.m.

#### I. Roll Call:

**Members Present:** Commissioners Lau, Alexander, Dajani, Haile, Jones, Levy, McCoy, Melara, Ng and Nguyen were present.

**Members Absent:** Commissioners Escobedo, Kaff, Lee, Enssani, and Spektor.

**Staff Present:** Dang Pham, Executive Director

**Guest Present:** Luis De Jesus, Dolores Park Project, Christina Dorodimas, and Patrice O' Neill, The Working Group

**Approval of Minutes:** The Commission approved the minutes of January 9, 2006 meeting.

#### II. Public Comment:

Mr. Luis De Jesus (through translation), Dolores Park Project informed the Commission about the his organizations proposals for new policies that fine loitering, public drunkenness, owners who do not pick up their pet's waste, vandalism, and public delinquency. The organization also proposes the use of Angel Island as a mini-city, for the homeless, delinquents, and anyone who does not behave on the street. Part of his organization, known as the "Guardian Angels" will team with the police in helping secure the community through the use of video cameras and radios that connect directly to officers.

Mr. De Jesus later realized that he presented the wrong issue and will return to the next Commission meeting to discuss the Dolores Park Project.

Christina Dorodimas and Patrice O'Neil from The Working Group informed the Commission about their company that does media and organizing in response to hate violence. For 10 years, they have been working on a project called Not In Our Town that focuses on community response to hate violence. Three years ago they began a regional project of Not In Our Town in the Bay Area that emerged into an outreach and organizing campaign to institutionalize the fight against hate violence in the city of San Francisco. This project encourages the Commission to participate through assisting in planning a screening for Not In Our Town in San Francisco and by attaching the Commission's name in support of the screening.

The Commission will take a formal step of action in support of the Not In Our Town project for the following available meeting.

#### III. Equal Access to Services (EAS)

Commissioner Lau reviewed the approved report and began discussing the distribution. Several suggestions were made about the distribution of the report. Commissioner Dajani offered his assistance with media distribution.

Commissioner Haile moves to release the report. Commissioner Jones seconded it. The motion was approved.

Commissioner Escobedo was thanked for her valuable work with drafting the report.

#### IV. Neighborhood Meeting:

The Commission discussed the possible dates and locations to hold the neighborhood meetings. In January, the Commission suggested Visitation Valley to have the next neighborhood meeting. Commissioner Melara suggested that the neighborhood meeting should be combined with the public hearing on the ordinance. The Commission agreed to postpone the neighborhood meetings until after the EAS hearing.

#### V. Director's Report:

##### 1. 2006 Compliance Plan:

To this date, the Commission received five (5) 2006 compliance plans from the following departments:

1. Juvenile Probation Department
2. Controller's Office
3. Fire Department
4. The Rent Board
5. District Attorney's Office

##### 2. Rally for Immigrant Rights in Oakland:

On Saturday, February 25, 2006, the Immigrant Workers Freedom Ride organized a successful rally in the Fruitvale District of Oakland to call on the US Senate to reject the HR 4437 - The Border Protection, Antiterrorism and Illegal Immigration Control Act. The rally was sponsored by East Bay Alliance for a Sustainable Economy and dozens of community-based organizations in the Bay area such as Clinica De La Raza,

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Asian Health Services, Local 2 SEIU Union, Local 7 of Teamsters Union, etc. The rally has drawn over 1,000 people attending.

### **3. Language Access & Cultural Competency Working Committee – Juvenile Probation Department:**

The Juvenile Probation Department's Language Access & Cultural Competency Working Committee invites the Commission to join it in its continuing effort to improve services to the city youth, especially, the immigrant youths and their families. This committee includes representatives of local service providers, Juvenile Probation Department, and the school district. It meets monthly at the main office of the Juvenile Probation Department to identify ways to better serve immigrant children and their families.

### **4. Cultural Competency Task Force:**

The Task Force met on February 23, 2006 at City Hall. Randy Dongug of Xtech Company, a contractor, made a presentation on the 3-1-1 initiative, a new customer call service center. Chris Vein, Director of the Department of Telecommunications and Information Services (DTIS) talked about the schematic of the current city's website and the proposed framework for the translation.

The Task Force is preparing to make recommendations to the Mayor by the end of June 2006.

### **5. Day Labor Program:**

The current contract for the Day Labor Program contract with the La Raza Centro Legal expired on February 28, 2006. I met with Edwin Lee, City Administrator to discuss ways in improving the program. City Administrator Ed Lee suggested that we should link the Day Labor Program to the CityBuild in order to better serve the day laborers through the training academy and employment opportunities. CityBuild is an initiative of the Mayor's Office of Economic and Workforce Development, in partnership with other City departments. CityBuild ensures equal employment opportunities for San Francisco residents of all backgrounds in construction workforce activities provided under City-sponsored construction projects. To achieve this goal, CityBuild provides the following:

- a. Training
- b. Placement/Employment Opportunities
- c. Monitoring

### **6. Draft Report on REAL ID Act:**

Last week, I received the latest version of the draft of the Report on Real ID Act. Because the act directly impacts San Francisco Bay Area residents, local advocates urged the San Francisco Human Rights Commission and the Immigrant Rights Commission to issue a report on the law. Enclosed with this Director's report, please find a copy of the latest version of the draft.

### **7. Public Hearing on EAS:**

I spoke with Rose Chung of President Aaron Peskin's office regarding a date and time for the public hearing. Ms. Chung will contact with other members of the Board of Supervisors to request for their co-sponsorships for the hearing. The hearing has been scheduled on May 11, 2006 at 3:00 pm in the Board's Chamber Room in City Hall.

### **8. Meetings/Activities:**

During the reporting period, I attended:

- » Attended the REAL ID ACT working group on February 21, 2006
- » Joined the Mayor in his meeting with the neighborhood in Mission District on February 23, 2006
- » Attended the rally for immigrant rights in Fruitvale District in Oakland on Saturday, February 25, 2006
- » Attended regular meeting of the Mayor's Cultural & Competency Task Force on March 3, 2006
- » Attended the monthly meeting of the Juvenile's Language Access & Cultural Competency Work Group on March 9, 2006.

### **9. Alert News:**

According to the National Immigration Law Center (NILC), on February 26, 2006, Senator Arlen Specter (R-PA) circulated a draft of his immigration reform proposal. The draft will form the basis for Senate Judiciary Committee's consideration of immigration reform, beginning Thursday, March 2<sup>nd</sup>, and likely to continuing with consideration of amendments each Thursday for the next 2-3 weeks. Senator Specter is the Chair of that committee.

If passed by the Judiciary Committee, the bill will then go to the Senate floor, where Senator Bill Frist (R-TN) has scheduled a debate to start on March 27<sup>th</sup>. This schedule could change, and the bill could look different as it comes out of committee than it does today. If passed, the bill will likely to go the House-Senate conference committee, where differences between it and the bill passed by the House of Representatives last December (HR 4437) will be negotiated. The result may well be a law, which incorporates many of HR 4437's egregious provisions.

### **VI. Next Meeting Agenda:**

The members discussed the power of the commission and its effectiveness in the community. This issue will be on the first meeting agenda after the EAS hearing.

A discussion about the EAS hearing in May will also be on the agenda of the next meeting.

### **VII. Adjournment:**

Commissioner Jones moved and seconded by Commissioner Levy to adjourn the meeting at 6:55 pm.

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### Notice of Meeting and Agenda

Date: April 10, 2006  
 Time: 5:00 p.m. to 7:00 p.m.  
 Place: City Hall-Hearing Room 416  
 One Dr. Carlton B. Goodlett Place

#### AGENDA

- |       |   |              |
|-------|---|--------------|
| I.    | Roll Call   | (5 minutes)  |
| II.   | Approval of minutes of February 13 and March 13, 2006 meetings<br>( <i>Discussion/Action Item</i> ) ( <i>Explanatory Documents</i> )  | (10 minutes) |
| III.  | Public comments   | (10 minutes) |
| IV.   | Presentation ( <i>Information/Discussion/Action Item</i> )<br>a. Delores Park project<br>b. Russian Bilingual Program<br>c. Draft resolution to support Sputnik Charter School  | (15 minutes) |
| V.    | EAS ( <i>Discussion/Action Item</i> )<br>a. Planning for the EAS Hearing on May 11, 2006<br>b. Review and approve the draft of letters to the Board and City departments and the flyer to the public<br>c. Outreach plan  | (50 minutes) |
| VI.   | Neighborhood Meeting<br>( <i>Discussion/Action Item</i> )<br>a. Proposed Date: June 12, 2006<br>b. Location   | (15 minutes) |
| VII.  | Director's Report ( <i>Discussion /Action Item</i> )<br>a. Update of the 2006 compliance plans<br>b. Cultural Competency Task Force<br>c. Mayoral Press Conference about the immigration bills in Congress<br>d. The Second Immigrant Rights Summit in September 2006 | (10 minutes) |
| VIII. | Committees Report ( <i>Discussion/Action Item</i> )<br>Program & Access Committee<br>Finance & Operations   | (5 minutes)  |
| IX.   | Adjournment   |              |

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### NOTICE OF CANCELLED MEETING

NOTICE IS HEREBY GIVEN THAT THE MONTHLY MEETING OF THE IMMIGRANT RIGHTS COMMISSION OF THE CITY AND COUNTY OF SAN FRANCISCO SCHEDULED FOR MONDAY, May 8, 2006 AT 5:00 P.M., HAS BEEN CANCELLED.

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### Notice of Meeting and Revised Agenda

Date: June 12, 2006  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

### AGENDA

- |      |   |              |
|------|---|--------------|
| I.   | Roll Call   | (5 minutes)  |
| II.  | Approval of minutes of February, March and April meetings<br>(Discussion/Action Item) (Explanatory Documents) | (10 minutes) |
| III. | Public comments   | (10 minutes) |
| IV.  | Presentation (Information/Discussion Item)  | (20 minutes) |
|      | 1. Language Policy Proposal   |              |
|      | Samara Marion – Office of Citizen Complaints (OCC)  |              |
|      | 1. Draft of Report on REAL ID Act   |              |
|      | Emil DeGuzman – Human Rights Commission (HRC)   |              |
| V.   | New restriction on Medi-Cal to citizens & legal residents<br>(Discussion/Action Item) (Explanatory Documents) | (10 minutes) |
| VI.  | EAS Hearing<br>(Discussion/Action Item) (Explanatory Documents)   | (20 minutes) |
| VII. | Neighborhood meeting  | (15 minutes) |
|      | a. Proposed date: Monday, July 10, 2006   |              |
|      | b. Location: Visitacion Community Center<br>66 Raymond Street – San Francisco, CA                             |              |
|      | (Discussion /Action Item)   |              |
| VIII | Director's Report   | (20 minutes) |
|      | a. Update of the 2006 EAS Compliance Plans  |              |
|      | b. Commission's budget proposal   |              |
|      | c. Cultural Competency Task Force   |              |
|      | d. The Second Immigrant Rights Summit   |              |
|      | e. Co-sponsor for the town hall meeting in Mission district for the bi- national<br>same sex couples          |              |
|      | (Discussion/Action Item)  |              |
| IX.  | Committees Report (Discussion/Action Item)  | (10 minutes) |
|      | a. Program & Access   |              |
|      | b. Finance & Operations   |              |
| X.   | Adjournment   |              |

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For questions about the meeting please contact Marie Mitchell at 554-4789.

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### KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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San Francisco, CA 94102-4683  
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(415) 554-5163 (Fax)  
E-mail: donna\_hall@ci.sf.ca.us

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Copies of explanatory documents are available to the public on the Commission's webpage: [www.sfgov.org/immigrant/meeting.html](http://www.sfgov.org/immigrant/meeting.html); or, upon



request to the Commission Secretary, at the above address or phone number.

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### Immigrant Rights Commission

Minutes of Meeting on June 12, 2006 at City Hall – Room 416

The meeting was called to order by Commissioner Diana Lau at 5:10 p.m.

#### I. Roll Call:

**Members Present:** Commissioners Lau, Alexander, Dajani, Haile, Jones, McCoy, Melara, Ng, Nguyen, and Lee were present.

**Members Absent:** Commissioners Escobedo, Enssani, Kaff, and Spektor.

**Staff Present:** Dang Pham, Executive Director

**Guest Present:** Samara Marion of the Office of Citizen Complaints and Emil DeGuzman of the Human Rights Commission

**II. Approval of Minutes:** The Commission approved the minutes of February, March and April 2006 meetings.

#### III. Public Comments:

#### IV. Presentation:

Ms. Samara Marion of the Office of Citizen Complaints (OCC) indicated that since 1999, OCC has received ten (10) formal language access complaints. In each case individuals complained that because an interpreter or an officer speaking the person's primary language was not provided, the accuracy of the information the police obtained and the police service rendered were deficient. According to Ms. Marion, the lack of a qualified interpreter resulted in an inaccurate account of the case and also impacted on the resident's legal rights.

In response to these complaints, the OCC worked with a number of community advocacy groups to craft a comprehensive language access protocol for the San Francisco Police Department. The group met with Chief Fong and senior leadership team in several times to persuade the leadership to agree to the proposed language access protocol.

Ms. Marion also proposed the draft of Resolution for endorsement of the OCC's proposed Department General Order for the San Francisco Police Department to establish a comprehensive language access protocol for limited English proficient (LEP) persons.

Commissioner Jones made the motion to approve the proposed draft of the Resolution and Commissioner Haile seconded. The Commission unanimously adopted the proposed Resolution of the Language Access Protocol for LEP persons.

Mr. Emil DeGuzman of the San Francisco Human Rights Commission (HRC) provided the update on the draft of the joint Report between the Human Rights Commission (HRC) and the Immigrant Rights Commission (IRC) on Real ID Act. According to Mr. DeGuzman, the Real ID Act makes it harder for people fleeing persecution, torture or beatings to get asylum in the U.S. The Act lets immigration judges deny asylum to victims based on their emotional state. Also, asylum seekers must prove a main reason their persecutors harmed them is because of their nationality, race, religion, political opinion, membership in a particular social group. States have until May 2008 to comply with the driver's license provisions of the Real ID Act.

Since July is the neighborhood meeting, The Commission will take a formal approval of the draft of the Report on Real ID Act in the August meeting.

#### V. New restriction on Medi-Cal to citizens & legal residents

Commissioner Haile indicated that based on the Deficit Reduction Act, after February 8, 2006, states couldn't receive Medicaid funds unless they verify citizenship by checking documents such as passports and birth certifications. The City and County of San Francisco needs to assure that a society is healthy for everyone who lives here. The City must assure that every person, including legal and undocumented immigrants have access to health care.

Commissioner Haile request that the Commission to pass the Resolution to urge the Mayor and the Board of Supervisors to take all necessary steps to see that immigrants of all kinds and citizens are able to get and continue receiving Medicaid (Medi-Cal in California).

Commissioner Melara made the motion to pass the proposed Resolution and Commissioner McCoy seconded. The Commission unanimously adopted the proposed Resolution.

#### VI. EAS Public Hearing:

The Commissioners made suggestions in improving the outcome of the hearing of the Equal Access to City services (EAS) Ordinance in the future. The following suggestions were made by Commissioners:

1. Consider to conduct two separate hearings - one for public and one for the City departments
2. More control in timing so everyone has opportunity to speak at the hearing.

#### VII. Neighborhood meeting:

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The Commission decided to hold the July neighborhood meeting at the Visitacion Valley district. The meeting has been scheduled on Monday, July 10<sup>th</sup> from 6:30 PM to 8:30 PM at the Visitacion Community Center located at 66 Raymond Street.

#### **VIII. Director Report:**

##### **1. Update on the 2006 EAS Compliance plans:**

To this date, the Commission received twelve (12) 2006 compliance plans from the following departments: Election, Controller's Office, Human Services Agency, Public Health, Public Transportation, District Attorney's Office, Emergency Communications, Fire Department, Juvenile Probation, Police Department, Public Defender's Office, Rent Board.

Two (2) City departments did not submit their 2006 compliance plans are: Adult Probation and Sheriff's Department.

The Commission voted to request staff to draft the non-compliance letters to the two departments so the Program Access Committee can review it and the Commission can approve it.

##### **2. Commission's Budget Proposal:**

The Commission's budget proposal for the new fiscal year is \$110,050. This amount includes the funding for the Outreach and Compliance position and non-personnel cost. The Commission suggested that the salary of the outreach and compliance position should be higher. The classification for this position should be Program Analyst.

##### **3. Cultural Competency Task Force:**

The last meeting of the Task Force took place on August 2, 2006 at City Hall. At this meeting, the members of the Task Force approved unanimously the final draft of the Recommendation Report. The Task Force will schedule a meeting with the Mayor to officially present the Report to the Mayor.

##### **4. Second Summit on Immigrant Rights in 2006:**

The Mayor's Office has been supported of the idea to plan for another summit on immigrant rights in San Francisco. The Mayor's Office has been designated Agnes Briones Ubalde, Executive Director of the San Francisco Small Business Commission as the liaison to the Mayor's Office in the summit planning process. The Commission needs to vote on this suggestion before we can go to planning steps.

##### **5. Co-sponsor for the town hall meeting in Mission District for the binational same sex couples:**

The Commission received the request for co-sponsor of the Town Hall meeting on binational same sex in Mission District on June 15, 2006.

The Commission unanimously approved the co-sponsor request of this meeting.

#### **IX. Committees Report:**

The Program and Access Committee will meet on June 28 to discuss of ways to enhance the Equal Access to City Services (EAS) Ordinance.

#### **X. Adjournment:**

Commissioner Lau moved and seconded by Commissioner Haile to adjourn the meeting at 6:55 pm.



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Notice of Meeting and Agenda

Date: August 14, 2006

Time: 5:00 PM to 7:00 PM

Place: City Hall – Hearing Room 416

One Dr. Carlton Goodlett Place

### AGENDA

- I. Roll Call ( 5 minutes)
- II. Approval of June meeting minutes ( 5 minutes)  
*(Discussion/Action Item)*
- III. Public Comments (10 minutes)
- IV. Meet with City Administrator Edwin Lee (15 minutes)  
*(Discussion/Action Item)*
- V. Structure of the Commission (30 minutes)  
*(Discussion/Action Item)*
  - a. Role and authority of Chair and Vice Chair
  - b. Create an Executive Committee
  - c. Committee Assignment
  - d. Budget for the Commission
  - e. Second summit in 2006
- VI. Next election of the Chair and Vice Chair (10 minutes)  
*(Discussion/Action Item)*
- VII. Approval of the final draft of the Report on Real ID Act (10 minutes)  
*(Discussion/Action Item)*
- VIII. EAS *(Discussion/Action Item)* (15 minutes)
  - a. 2006 annual compliance plans
  - b. Next steps
- IX. Director's Report (10 minutes)  
*(Discussion/Action Item)*
  - a. Appointment to the Commission
  - b. Cultural Competency Task Force
  - c. Second Annual Immigrant Rights summit on August 12<sup>th</sup>  
organized by BAIRC (Bay Area Immigrant Rights Commission)
  - d. New Day Labor Contract
  - e. Citizenship Workshop on August 14<sup>th</sup>
- X. Committee Report (10 minutes)  
*(Discussion/Action Item)*
  - a. Program & Access
  - b. Finance & Operations
- XI. Adjournment

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### Immigrant Rights Commission

Minutes of Meeting on August 14, 2006 at City Hall – Room 416

The meeting was called to order by Commissioner Diana Lau (chair) at 5:05 p.m.

#### I. Roll Call:

**Members Present:** Commissioners Lau, Escobedo, Dajani, Enssani, Haile, Jones, Melara, Nguyen, and Lee were present.

**Members Absent:** Commissioners Alexander, Levy, McCoy, and Ng.

**Staff Present:** Dang Pham, Executive Director

**Guest Present:** City Administrator Edwin Lee of General Services Agency (GSA)

**II. Approval of Minutes:** The Commission approved the minutes of June and July 2006 meetings.

#### III. Public Comments:

#### IV. Presentation:

Mr. Edwin Lee made his first appearance at the Commission meeting as the City Administrator. Mr. Lee indicated that he would try to attend the Commission meetings regularly to provide updates on issues related directly to the quality of life of immigrants here in San Francisco. At this meeting, Mr. Lee provides the updates on the following areas:

\* **General Services Agency (GSA):** Has been restructured to modernize the San Francisco government service delivery system to better serve the residents. A number of city departments have been relocated to be under the Human Resources Dept, where its Director will provide services to all agencies reported to the City Administrator. This new system establishes more specific performance criteria and accountability for city departments.

\* **3-1-1 Customer Call Center:** this is a new initiative and an important project, scheduled to roll out in March 2007. The City Administrator's Office will oversee the operation of this 3-1-1 project.

\* **Cultural Competency:** It is important to the success of efforts to better serve the limited English-speaking residents in San Francisco. Mr. Lee stated he is fully committed to comply with the Equal Access Ordinance (EAS). Mr. Lee will work with the GSA's city department heads to ensure that they work closely with the Commission in the effort to comply with the ordinance in better serve the LEP residents. At the meeting with a number of Commissioners, members of the community and President of the Board of Supervisors Aaron Peskin discussed ways to enhance the current EAS Ordinance through the language amendments and creation of a central Office of Language Access. This proposed office would be located in the City Administrator's Office and it will report to both Mr. Lee and this Commission, which has the oversight of the EAS. In September 2006, Mr. Lee will attend a national conference on Equal Access in New York City and will meet with the Mayor's Office of Immigrant Affairs to learn more of their effort in dealing with the language access.

\* **Capital Improvement:** Mr. Lee also announced that his office is conducting a survey regarding the number of building structures being used by the non-profit organizations within the city boundary. About 50% of city services have been provided by the non-profit organizations, therefore, this ratio also must reflect in the number of city properties being used by these organizations. Mr. Lee also informed the Commission that his office has been given the authority to provide the oversight of the Treasure Island and Mission Bay.

\* **Day Labor Program Contract:** Currently, the City is reviewing the new two-year contract for the Day Labor Program. The main effort is to identify the solutions to address concerns of the neighborhoods and also provide safety measures for the day laborers.

Commissioner Escobedo raised the following questions regarding the Commission: support staff, role of the Commission in terms of staff supervision, budget, and the EAS compliance.

Mr. Lee stated he is committed to provide adequate support staff to the Commission after carefully review and discuss with staff, and working closely with the Commission and staff to identify resources. Mr. Lee also confirmed that he, as the City Administrator, will be the direct supervisor of the Commission's Executive Director. The Commission can provide the staff evaluation input directly to him. Regarding efforts to enhance the EAS Ordinance, Mr. Lee indicated that there is no timeline for the amendment of the language of the ordinance set by the City Attorney's Office. Mr. Lee also indicated that his office is looking into hiring a consultant to assist the City in the process in establishing the Office of Language Access including the mission, organizational structure, staff qualifications, staff responsibility, etc. The Immigrant Rights Commission still has the responsibility to monitor the compliance of the City departments according to the EAS. The consultant will work closely with the Commission and staff in the area of compliance monitoring.

#### V. Structure of the Commission:

Commissioner Melara indicated that the Commission's By-Laws need to be circulated among the Commissioners so the members can have a better understanding of their roles and if necessary, the members can propose amendments to the by-laws.

Commissioner Dajani commented that the Commission should follow the Bylaws for election purposes.

Commissioner Escobedo indicated that the Executive Committee needs to be put in place. This Committee should include the chair, vice

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chair, and committee chairs, and the immediate past chair and vice chair.

Commission Haile suggested that the Commission should implement the suggestions made at the last Commission's retreat. She also added that there were folks in the community that were impressed with the works of the Commission in the area of public advocacy. Commissioner Haile suggested that the Commission need to define the function of the proposed Executive Committee at the next meeting before voting on it.

#### **VI. Next election of the Chair and Vice Chair:**

The Commission will make the nomination in the September meeting and hold the election in the October meeting.

#### **VII. Approval of the final draft of the Report on Real ID Act:**

Commissioner Haile made the motion to approve the draft of the Report on Real ID Act and Commissioner Escobedo seconded it. The Commission unanimously approved the final draft version of the Report.

#### **VIII. EAS:**

The Commission received twelve (12) 2006 compliance plans from the following departments: Election, Controller's Office, Human Services Agency, Public Health, Public Transportation, District Attorney's Office, Emergency Communications, Fire Department, Juvenile Probation, Police Department, Public Defender's Office and the Rent Board.

Two (2) City departments still did not submit their 2006 compliance plans: Adult Probation and Sheriff's Department. The Commission voted to request staff to draft the non-compliance letters to these two departments for the Program Access Committee can review it and the Commission to approve it at the September meeting.

#### **IX. The Director Report:**

##### **1. New appointments:**

The Rules Committee on July 27<sup>th</sup> meeting voted to recommend the following individuals to the full Board of Supervisors to fill the vacancy seats on the Commission: Gilberto Alexander, Ivy Lee, Vera Haile, and Dr. Toye Moses.

##### **2. Cultural Competency Task Force:**

The last meeting of the Task Force took place on August 2, 2006 at City Hall. During this meeting, members of the Task Force approved unanimously the final draft of the Recommendation Report. The Task Force will schedule a meeting with the Mayor to officially present the report to him.

#### **IX. Committees Report:**

The Program and Access Committee will meet on August 30<sup>th</sup> at 5:30 PM to continuing to discuss the proposed steps to enhance the current Equal Access to City Services (EAS) Ordinance.

The Finance & Operations Committee will meet on the third Wednesday of the month at 5:30 PM in City Hall.

#### **X. Adjournment:**

Commissioner Lau moved and seconded by Commissioner Melara to adjourn the meeting at 7:05 pm.

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### Notice of Meeting and Agenda

Date: September 11, 2006  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

#### AGENDA

- |       |   |              |
|-------|---|--------------|
| I.    | Roll Call   | (5 minutes)  |
| II.   | One minute of silence to remember the victims of September 11 <sup>th</sup>   |              |
| III.  | Approval of minutes of August 14 <sup>th</sup> meeting<br>(Discussion/Action Item) (Explanatory Documents)  | (5 minutes)  |
| IV.   | Public comments   | (5 minutes)  |
| V.    | Sunshine Ordinance<br>(Information/Discussion)  | (10 minutes) |
| VI.   | Create the Executive Committee<br>(Discussion/Action Item) (Explanatory Documents)<br>a. Role of the Executive Committee<br>b. Membership of the Executive Committee                      | (30 minutes) |
| VII.  | By-Laws (Discussion/Action Item)<br>a. Review<br>b. Update the By-Laws  | (20 minutes) |
| VIII. | Nomination for the Chair and Vice Chair<br>(Discussion/Action Item)   | (20 minutes) |
| IX.   | Director's Report (Discussion /Action Item)<br>1. Day Labor Contract<br>2. The Report of the Mayor's Cultural Competency Task Force<br>3. Meetings/Activities<br>4. Information/Resources | (15 minutes) |
| X.    | Committees Report (Discussion/Action Item)<br>1. Program & Access Committee<br>2. Finance & Operations  | (10 minutes) |
| XI.   | Adjournment   |              |

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### Immigrant Rights Commission

Minutes of Meeting on September 11, 2006 at City Hall – Room 416

The meeting was called to order by Commissioner Diana Lau (Chair) at 5:05 p.m.

#### I. Roll Call:

**Members Present:** Commissioners Lau, Alexander, Dajani, Haile, Jones, Levy, McCoy, Melara, Moses, Nguyen, and Lee were present.

**Members Absent:** Commissioners Escobedo, Enssani and Ng.

**Staff Present:** Dang Pham, Executive Director

**Guest Present:** Paul Zarefsky, Deputy City Attorney

#### II. One minute of silence to remember of the victims of September 11<sup>th</sup>.

#### III. Approval of Minutes: The Commission approved the minutes of August 2006 meeting.

#### IV. Public Comments: None

#### V. Presentation:

Mr. Paul Zarefsky of the City Attorney's Office discussed with the members of the Commission the issues related to the public meeting laws. The Sunshine Ordinance applies to policy bodies. Policy bodies include all of the City's boards and commissions, any advisory body, committee or council created by the initiative of a Board or a Commission. The Sunshine Ordinance goes beyond the Brown Act by requiring certain gatherings that are not subject to the formal requirements of the Brown Act or Sunshine Ordinance comply with passive meeting rules. The Brown Act and Sunshine Ordinance apply to all meetings of policy bodies. A meeting occurs whenever a majority of the members of a policy body come together at the same time and the same place. The Sunshine Ordinance protects the public's right to observe and participate in the meetings of a policy body.

Mr. Zarefsky also indicates that there are limited instances where a majority of a policy body may be present at an event, without their attendance constituting a meeting of the policy body. A majority of members of a policy body may attend the following events without their attendance constituting a quorum: conference, purely social, ceremonial, recreational gathering, etc.

In addition, social, recreational or ceremonial occasions sponsored or organized by or for a policy body are subject to the passive meeting provisions of the Sunshine Ordinance.

#### VI. Create the Executive Committee:

Commissioner Melara presents the draft of the role and responsibility of the proposed Executive Committee. The main task of the Executive Committee is quickly response in case of extreme or urgency that cannot wait until the next Commission meeting but the Commission needs to ratify at the next full Commission meeting. Commissioner Jones indicated that he just want to ensure that the newly proposed Committee would not overpower the Commission. Commissioners Levy and Dajani concurred that the Executive Committee is an important one and should be put in place. Commissioner Jones indicated that the membership should not just limit to the Chair, Vice Chair and the Committee Chairs but should be opened to other Commissioners. Commissioner Dajani and Lee suggests that the Executive Committee should include five (5) members: Chair, Vice Chair, two (2) Committee Chairs, and one (1) at large member. The quorum for the Executive Committee is three (3) members. Commissioner Levy strongly suggests that the Executive Committee and other Committees should meet in the evening (after 5:00 PM) so members from the public can attend.

Commission Haile suggested that the Commission should implement the suggestions made at the last Commission's retreat. Commissioners agree that at the October meeting, they will review the revised draft and vote on it.

Commissioner Melara will revise the draft and present it to the Commission for approval at the October meeting.

#### VII. By-Laws:

Once established, the Executive Committee will review the current By-Laws and recommend to the Commission any necessary amendments that need to be done.

#### VIII. Nomination for the Chair and the Vice Chair:

##### a. Nominated for the Chair:

1. Sonia Melara

##### b. Nominated for the Vice Chair:

1. Jamal Dajani
2. Vera Haile

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At the October meeting, the Commission will hold the new election for the new Chair and Vice Chair of the Immigrant Rights Commission.

#### **IX. The Director Report:**

##### **1. New appointments:**

The Rules Committee on September 21<sup>st</sup> meeting voted to recommend the following individuals to the full Board of Supervisors to serve on the Immigrant Rights Commission: Dr. Elahe Enssani and Angus McCarthy.

##### **2. Day Labor Program Contract:**

Finally, the new two-year contract for the Day Labor Program has been approved by the Office of Contract Administration. The Finance and Operations Committee will work closely with staff to schedule a monitoring visit soon.

##### **3. Cultural Competency Task Force:**

Finally, the Mayor and the Mayor's Cultural and Competency Task Force released the Recommendation Report on September 7<sup>th</sup>. The Mayor and members of the Task Force also held a round table discussion in the same day in the afternoon to address the issues related to the language access.

#### **IX. Committees Report:**

The next meeting of the Program and Access Committee will take place on October 4<sup>th</sup> at 5:30 PM in City Hall – Room 453.

The Finance & Operations Committee will meet on the third Wednesday of the month at 5:30 PM in City Hall.

#### **X. Adjournment:**

Commissioner Lau moved and seconded by Commissioners Melara and Haile to adjourn the meeting at 7:05 pm.

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### Notice of Meeting and Agenda

Date: October 10, 2006  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

#### AGENDA

- |       |   |              |              |
|-------|---|--------------|--------------|
| I.    | Roll Call   | (5 minutes)  |              |
| II.   | Approval of minutes of September 11th meeting<br>(Discussion/Action Item) (Explanatory Documents)   | (5 minutes)  |              |
| III.  | Public comments   | (5 minutes)  |              |
| IV.   | Presentation: (Discussion/Action Item)<br>a. City Administrator Edwin Lee – Language Access Conference in NY<br>b. Department of Parking & Traffic – English Only Sign<br>c. African Refugee & Immigrant Resource Center<br>Adoubou Traore – Executive Director | (20 minutes) | (10 minutes) |
| V.    | Create the Executive Committee<br>(Discussion/Action Item) (Explanatory Documents)<br>Review the revised draft in addressing the:<br>a. Role and responsibility<br>b. Membership of the Committee   | (15 minutes) |              |
| VI.   | Attendance Policy (Discussion/Action Item)<br>a. Review the current attendance policy according to the By-Laws<br>b. Vote on the new proposed language regarding the attendance policy  | (10 minutes) |              |
| VII.  | Election for the new Chair and Vice Chair<br>(Discussion/Action Item)   | (10 minutes) |              |
| VIII. | Non-Compliance Letters (Discussion/Action Item)<br>1. Department of Adult Probation<br>2. Sheriff's Office  | (10 minutes) |              |
| IX.   | Empowerment Related Issues<br>(Discussion/Action Item)  | (10 minutes) |              |
| X.    | Revoked Visas for Iranians (Discussion/Action Item)   | (10 minutes) |              |
| XI.   | Director's Report (Discussion /Action Item)<br>1. Mayor's Cultural Competency Task Force Report<br>2. New Appointments to the Commission<br>3. San Francisco Police Department's General Order<br>4. Meetings/Activities<br>5. Information/Resources            | (10 minutes) |              |
| XII.  | Committees Report (Discussion/Action Item)<br>1. Program & Access Committee<br>2. Finance & Operations  | (10 minutes) |              |
| XIII. | Adjournment   |              |              |

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### Immigrant Rights Commission

Minutes of Meeting on October 10, 2006 at City Hall – Room 416

The meeting was called to order by Commissioner Felix Levy at 5:05 p.m.

#### I. Roll Call:

**Members Present:** Commissioners Dajani, Enssani, Haile, Jones, Levy, Melara, Moses, Ng and Nguyen were present.

**Members Absent:** Commissioners Alexander, Escobedo, Lau, McCoy and Lee.

**Staff Present:** Dang Pham, Executive Director

**Guest Present:** Edwin Lee, City Administrator

#### II. Election for the new Chair and Vice Chair:

The Commission moves the election to be the first item on the agenda. Here is the result of the election via secret ballots:

**For Chair:** Commissioner Sonia Melara 13 votes and 1 blank vote

**For Vice Chair:** Commissioner Jamal Dajani 8 votes

Commissioner Vera Haile 6 votes

Total ballots received: 9 presents and 5 proxy votes via e-mails.

**Elected Chair:** Commissioner SONIA MELARA

**Elected Vice Chair:** Commissioner JAMAL DAJANI

**III. Approval of Minutes:** The Commission approved the minutes of September 11, 2006 meeting.

**IV. Public Comments:** None

#### V. Presentation:

City Administrator Edwin Lee reports to the Commission of the Language Access Summit in New York City from September 27 to 29, 2006 organized by Annie Casey Foundation.

The goals of the Summit:

1. Support the expansion of promising and cost effective language access practices in social service and other public agencies;
2. Support capacity building and peer-learning between practitioners; and
3. Identify clear outcome measures to access policy support and increased language access services.

At this Summit, the participants help to shed light on what is needed to strengthen the language access programs generally and what issues and challenges should be the focus of the Summit's future activities. In addition, the participants continue to identify and develop a national cohort of professionals dedicated to strengthening language access services in public agencies.

Despite issues and problems, San Francisco still do a better job to deliver its services to all residents including the limited English speaking residents. The Commission's Report on the Equal Access to City services (EAS) and the Report from the Mayor's Cultural & Competency Task Force did provide a fresh look of the efforts in dealing with the language access.

In the area of emergency preparedness, the City Administrator's Office commits the adequate resources to assist all residents to understand the necessary steps to prepare for the natural disasters. The City wants to go ahead to correct any problems and make it work for all residents including immigrants.

#### VI. Create the Executive Committee:

Commissioner Melara presents the revised draft of the role and responsibility of the proposed Executive Committee to the Commission for approval.

Commissioner Dajani made the motion to approve the draft and Commissioner Jones seconded it. The Commission voted unanimously to approve the creation of the new Executive Committee and its proposed roles and responsibilities.

The new Executive Committee will meet once a month to work with staff to develop the monthly meeting agenda based on the Commission's priorities and needs.

#### » Proposed Attendance Policy:

Commissioner Melara suggests that the members forward to staff any suggestions or recommendations regarding the attendance policy.

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**VIII. Non-Compliance Letters:**

The Commission unanimously approved the draft of the non-compliance letters to the Adult Probation Department and the Sheriff's Office.

**IX. Revoked visas for Iranian nationals:**

Commissioner Enssani reported to the Commission of the revoked entry visas for Iranian nationals at the various US ports of entry, including the San Francisco International Airport (SFO) in early August 2006.

These Iranians are coming here to attend the fourth reunion of Sharif University of Technology Association (SUTA) from August 4 to August 6, 2006 in San Francisco. The immigration and border control officers at these ports of entry revoked about eighty (80) visas without any advance notices or stated reasons. Most of these individuals were informed upon their arrival at these ports of entry where they were detained and returned for attempting to enter the US illegally.

Commission voted unanimously to approve the draft of the Resolution proposed by Commissioner Enssani to urge the Mayor and the Board of Supervisors to send an official letter to the US Department of State to abolish the "black list" of the Iranians who had gone through the appropriate security checks by the US Department of State before they were granted the entry visas.

**X. The Director Report:****1. The Mayor's Cultural Competency Task Force:**

The Mayor released the Recommendation Report of the Mayor's Cultural Competency Task Force.

**2. New appointments:**

The Board of Supervisors approves the nominations of Elahe Enssani and Angus McCarthy to the Immigrant Rights Commission.

**3. San Francisco Police Department's General Order:**

The Language Coalition consists of different ethnic community groups, the representative of Office of Citizen Complaints and the representative of the Immigrant Rights Commission to work with the Police Chief and her senior staff to enhance the Police Department's General Order regarding the language access services for limited English speaking proficient persons. The Language Coalition sent to the Police Chief the latest revised version (09/24) of the General Order for her review and feedback.

**IX. Committees Report:**

The next meeting of the Program and Access Committee will take place on October 25th at 5:30 PM in City Hall – Room 453.

The Finance & Operations Committee will meet on October 18, 2006 at 5:30 PM in City Hall. At this meeting the members will select the new Chair and select the monitoring date for the Day Labor Project.

**X. Adjournment:**

Commissioner Haile moved and seconded by Commissioner Levy to adjourn the meeting at 7:05 pm.



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### Notice of Meeting and Agenda

Date: November 13, 2006  
 Time: 5:00 p.m. to 7:00 p.m.  
 Place: City Hall-Hearing Room 416  
 One Dr. Carlton B. Goodlett Place

#### AGENDA

- |       |   |              |
|-------|---|--------------|
| I.    | Roll Call   | (5 minutes)  |
| II.   | Approval of minutes of October 10th meeting<br>( <i>Discussion/Action Item</i> ) ( <i>Explanatory Documents</i> )   | (5 minutes)  |
| III.  | Public comments   | (10 minutes) |
| IV.   | The Executive Committee Membership<br>( <i>Discussion/Action Item</i> ) ( <i>Explanatory Documents</i> )  | (10 minutes) |
| V.    | Commission Retreat ( <i>Discussion/Action Item</i> )  | (10 minutes) |
| VI.   | Attendance Policy ( <i>Discussion/Action Item</i> )<br>a. Review the current attendance policy according to the By-Laws<br>b. Vote on the new proposed language regarding the attendance policy | (10 minutes) |
| VII.  | Revoked Visas for Iranians ( <i>Discussion/Action Item</i> )  | (50 minutes) |
| VIII. | Director's Report ( <i>Discussion /Action Item</i> )  | (10 minutes) |
| IX.   | Committees Report ( <i>Discussion/Action Item</i> )<br>a. Program & Access Committee<br>b. Finance & Operations   | (10 minutes) |
| X.    | Adjournment   |              |

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#### IMMIGRANT RIGHTS COMMISSION

Minutes of Meeting on November 13, 2006 at City Hall – Room 416

The meeting was called to order by Commissioner Sonia Melara at 5:32 p.m.

#### I. Roll Call:

**Members Present:** Commissioners Alexander, Dajani, Enssani, Escobedo, Haile, Jones, McCarthy, McCoy, Melara, Moses, and Ng.

**Members Absent:** Commissioners Lau, Lee, Levy, and Nguyen.

**Staff Present:** Dang Pham, Executive Director and Michelle Hong, Intern

#### II. Approval of Minutes:

The Commission approved the minutes of October 10, 2006 meeting.

#### III. Public Comments: None

#### IV. Introduction of New Commissioner:

The Commission welcomed the newly appointed Commissioner Angus McCarthy. Commissioner McCarthy followed with a brief self-introduction.

#### V. Selection of the Executive Committee Memberships:

The Commission unanimously agreed on the membership outlined on the Executive Committee outline. In addition, a member at large needed to be added.

Commissioner Dajani nominated Commissioner Haile to be a member of the Executive Committee and Commissioner Haile accepted the nomination. The selection was moved by Commissioner Enssani and seconded by Commissioner McCoy.

**Executive Committee Members:** Commissioners Sonia Melara, Jamal Dajani, Solomon Jones, Gilberto Alexander, Vera Haile, and Deborah Escobedo and Diana Lau as ex-officio members.

#### VI. Commission Retreat:

Commissioner Melara proposed the retreat to be held on December 9, 2006 from 8:30am to 2:00pm. Commissioner Alexander motioned for the approval of the retreat date. The motion was seconded by Commissioner Ng.

#### VII. By-Laws:

The Commission reviewed the draft of proposed amendment to the by-laws on its attendance policy, which incorporated recommendations from commissioners. Commissioner Escobedo suggested few changes on the language of the proposal before the Commission approved the revised draft. The changes are as follow:

- » (Item C, first paragraph): "Members of the Immigrant Rights Commission (IRC) shall notify the Commission Secretary or the Executive Director if she or he is ..... All commissioner absences shall be deemed "excused absences", if the commission secretary or the appropriate staff representative is in advance of the meeting about the absence."
- » (Item C, second paragraph): "Commissioners are expected to attend at least 80% of the annual meetings ..... If the attendance criteria has not been met, ..... the Chairperson shall bring the matter to the Commission's attention. ...."

#### VIII. Revoked visas for Iranian nationals:

Commissioner Enssani re-briefed the Commission with background information on the case of revoked entry visas for Iranian nationals at the various US ports of entry, including the San Francisco International Airport (SFO) in early August 2006.

These Iranians scholars arrived in the US to attend the fourth reunion of Sheriff University of Technology Association (SUTA) from August 4 to 6, 2006 in San Francisco. The immigration and border control officers at these ports of entry revoked about eighty (80) visas without any advance notices or stated reasons. Most of these individuals were informed upon their arrival at their ports of entry where they were detained and returned for attempting to enter the US illegally.

At the meeting on October 10, 2006, the Commission approved a draft of resolution proposed by Commissioner Enssani to urge the Mayor and the Board of Supervisors to send an official letter to the US Department of State to abolish the "black list" of the Iranians who had gone through the appropriate security checks by the US Department of State before they were granted the entry visas. The draft of resolution will also be forwarded to Congresswoman Nancy Pelosi.

Followed Commissioner Enssani's briefing, three Iranian-Americans shared their experiences of being treated differently by authorities, which they felt was due to their ethnicity.

- A. US citizen for more than 20 years is a frequent international business traveler. In June 2006, upon his arrival at SFO from a trip to Hong Kong, he was selected for baggage to be searched by the Custom. During the baggage check, he was rudely questioned by the Custom Officer in details; however, with some questions that did not appear to be appropriate. (Questions such as "Do you like your job?", "Do you like your boss?", and



questions on company profiles.) He reported that this encounter was different from any his previous traveling experiences. Hence, he requested the Commission to further investigate his case.

The Commission suggested that he submit a formal complain to the US Customs and Boarder Protection and the Airport Commission on the mistreatment.

1. A journalist in San Francisco shared that her colleague who is responsible for organizing cultural events have been facing difficulty bringing Iranian artists to the US. Their requests for visa for Iranian, especially those who have no connection, were usually denied by the US government.

The issue is not within the IRC authority. Hence, Commissioner Escobado suggested she contact the American Civil Liberty Union (ACLU) for further assistance.

1. San Jose International Airport since August 2006 as an illegal immigrant upon her re-entry to the US from a trip to Iran to visit her seriously ill parent.

The couple formerly resided in San Francisco where the husband petitioned for his wife. However, since, they have moved to San Jose. The couple thus requested the follow-up interview location be changed and be held in San Jose. Upon the wife's re-entry to the US, the Immigration Officer detained her as illegal immigrant because she failed to appear at the interview in San Francisco.

Due to the legal sensitivity of the case, Commissioner Escobado suggested to the Iranian-American to further consult his lawyer and if he/she agrees, they may propose a letter of support for the Commission to sign-on. The Commission also appointed an ad-hoc committee headed by Commissioner Ensanni. She was asked to work with staff and contact Congresswoman Nancy Pelosi's office for their assistance on the case.

#### **IX. The Director's Report:**

##### **1. New Appointments to the Commission:**

Supervisor Elsbernd administered the oath for new Commissioner Angus McCarthy in Board of Supervisors Legislative Chamber at the City Hall on November 2, 2006.

##### **2. Day Labor Contract:**

The Finance and Operations Committee tentatively scheduled to monitor the Day Labor Program on November 20, 2006. The City plans to build a linkage between Day Labor Program and the CityBuild program under its newly approved two-year contract. Through such collaboration, the City can better serve the day laborers through training academy and employment opportunities.

##### **3. Language Access:**

A meeting among City Administrator Edwin Lee, 3-1-1 Customer Call Center, Department of Telecommunication and Information Services (DTIS), ATT & SBC, and Language Line Company took place on November 8, 2006 to explore possibilities of a master contract for translation and interpretation services. City Administrator Lee strongly emphasized that the City of San Francisco wants to comply with the Equal Access to Services (EAS) Ordinance. According to the EAS Ordinance, City departments must provide language interpretation and translation services in the primary languages spoken by the LEP residents. Most of the City departments, such as Police Department, Emergency Communications, Sheriff's Office, Fire Department, Adult Probation, Juvenile Probation, etc. are using the Language Line to provide instant translation or interpretation over the telephone line.

The trained translators and interpreters of the Language Line can serve 170 different languages. The Language Line Services interpreters listen to the LEP callers and then summarize the message to accurately convey its original meaning to the City department staff members. The translators and interpreters do not interpret word-for-word, but meaning-for-meaning. Currently, the 3-1-1 Customer Call Center has a contract with the Language Line to provide interpretation and translation services over the phone line.

##### **4. Special Order Related to the Language Access:**

A group of Language Coalition suggested to the San Francisco Police Department (SFPD) to amend the current General Order to better serve the immigrant residents. The purpose of the order is to define the importance of effective and accurate communication between SFPD members and the community they serve. Additionally, the Police Department has committed to develop a training video on this topic for all members of the Police Department.

#### **X. Committees' Reports:**

The next meeting of the Program and Access Committee will take place on November 29, 2006 at 5:30 PM at the City Hall.

The Finance & Operations Committee will meet on November 22, 2006 at 5:30 PM at the City Hall.

##### **» Adjournment:**

Commissioner Jones made the motion and seconded by Commissioners Ng and Haile to adjourn the meeting at 7:32 pm.

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City and County of San Francisco  
Immigrant Rights Commission  
Annual Retreat  
Saturday, December 9, 2006  
1155 Market Street – 4<sup>th</sup> Floor Conference Room  
9:00 am – 1:00 pm

- 8:30 am Coffee and Pastries
- 9:00 am Welcome and Self-Introductions
- 9:30 am Mr. Edwin Lee, City Administrator  
Office of Language Services Overview
- 10:30 am Review and Assessment of 2005 Retreat Goals  
Accomplishments  
Unfinished Business
- 10:50 am Trends and Issues Impacting Immigrant Communities
- 11:10 am Short Term Goals 1-3 years  
Long Term Goals 4-7 years
- 11:40 am Strategies and Activities Year 1 & 2, specifically  
Resources Needed  
Timeline
- 12:30 pm Indicators of our success
- 12:50 pm Evaluation and Feedback
- 1:00 pm Adjourn

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City and County of San Francisco  
Immigrant Rights Commission  
Annual Retreat  
Held at the Public Utilities Commission Board Room  
1155 Market Street  
San Francisco, CA  
Saturday, December 9, 2006  
9:00 a.m. – 1:00 p.m.

### Commissioners Present:

Sonia Melara (Chair)  
Jamal Dajani (Vice-Chair)  
Deborah Escobedo  
Solomon Jones  
Angus McCarthy  
Diana Lau (left at 11:30 AM)  
Gilberto Alexander  
Vera Haile  
Ivy Lee (arrived at 11:10 AM)  
Samira Causevic McCoy

### Commissioners Absent:

Elahe Enssani  
Felix Levy  
Taye Moses  
Sam Ng  
Phu Nguyen

**Guests:** City Administrator, Ed Lee

**Staff:** Dang Pham, Executive Director and Michelle Hong, Intern

**Facilitator:** Beth Rosales, Fusion Consultants

**Recorder:** Jessica Boos, Fusion Consultants

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Chairperson Sonia Melara commenced the Commission's annual retreat with a warm welcome, expressing her deep appreciation for the commissioners' willingness to set aside a beautiful Saturday from their busy schedule. She also welcomed and conveyed a special thank you to Mr. Ed Lee whose office generously provided the funds for the facilitator and continental breakfast.

Self-Introductions were moved until after Mr. Lee's presentation to accommodate the arrival of other Commissioners who had not yet arrived.

Mr. Lee articulated his commitment to help Commissioners accomplish their goals and take an active role in implementing the Equal Access to Services Ordinance (EAS). Mr. Lee offered to ensure that his office took the lead with the Ordinance by making certain that those departments he administers are in compliance and are following the spirit of the Ordinance. Mr. Lee encouraged the Commissioners to be explicit with the

Commission's annual goals in order to assess its budget needs. He also indicated that the Mayor has already held two budget meetings asking city departments to try to do more with reduced budgets. There will be at least a 3 percent across-the-board cut in the coming year with city departments being asked to keep costs down by seeking cost-cutting measures such as working across departments and borrowing staff.

The Office of Language Services to be established does not have staff. A consultant will be retained to design the charge for the office. This consultant will provide technical assistance to departments that have been identified as having language services deficiencies or need assistance with compliance. Mr. Lee has been told that many departments do not have the resources to translate all of their materials. He would like a plan to ensure that all city departments have the resources to complete translations of text, websites and other critical communication pieces to the general public.

A number of Commissioners asked for clarification about the Commission's breadth of authority. Mr. Lee explained that the Commission was an independent body in terms of its voice. It has independent authority to issue any opinion based on immigrant rights across departments. In terms of budget, the Commission goes through the GSA. If the Commission decides that a campaign was necessary to surface an issue, Mr. Lee offered assistance in ensuring that it was effective. The Commission does not have administrative authority. Although, the Commission does have the authority to exercise authority or provide remedy on individual cases, it can ensure that people who come to ask for assistance are referred to the appropriate sources for resolution. The Commission can also make sure that all communications and policies in the city are welcoming to immigrants, particularly those who are not English speakers, to enable them to participate fully.

A Commissioner explained that the Commission's authority comes through statute. When asked who in Mr. Lee's office would attend to compliance plans, conduct an analysis, assess where departments may be deficient, and draft a memo with recommendations regarding non-compliance with EAS, it became evident that the piece that was missing was the availability of a staffer with technical expertise who could act on behalf of the Commission. Commissioners expressed the need for staff that could proactively enforce EAS. While consultants can tackle a flexible range of issues, it was deemed important to have someone in the LSO to be responsible for raising issues; someone who could function as a compliance officer who would work under Mr. Lee and ensure that the Commission is informed and continue to exercise authority over compliance matters.

Mr. Lee informed Commissioners that each Commission was being asked to work with Miguel Bustos, a recently-hired Senior Mayoral Aide who has been appointed by the Mayor to liaison with the President of each Commission. Through the Mayor's Office, the Commission can use the lobbyists at the federal and state levels who can work to bring its influence beyond the San Francisco sphere.

As the conversation with Mr. Lee proceeded, it became clear that having a compliance officer was a budget priority for the Commission for the next fiscal year. City departments may also need some training on how to comply with the ordinance. This would require additional funding.

Mr. Lee indicated that the Commission should consider working with other City Commissions to expand its image and authority. The Immigrant Rights Commission is one of thirty commissions. He encouraged joint commission meetings with the Police and Fire Commissions as well as the Juvenile Justice Commission. He also conveyed the importance of informing the Mayor of the Commissioners' desire to collaborate. The Mayor has mandated department heads to collaborate, seeing this as an effective way for the city to work across departments—breaking out of silos.

Many questions were raised about 311, the language line. Will the language line have any publicity? Can this Commission piggyback on 311 to educate the public about the ordinance?

Mr. Lee's response included statements that addressed his office's efforts to reduce duplication of contracts with multiple language services vendors. The language line is willing and has the capacity to add other languages to the city's services as they have done with other large cities like New York and Chicago. The Commissioners requested for Mr. Lee to pursue additional languages as reflected by the multiplicity of languages spoken by city residents in many neighborhoods such as Tagalog, Vietnamese, and Farsi. The Commissioners requested that the LSO go beyond the 2000 Census to determine language needs as it under-represents many other languages. In closing, Mr. Lee committed to providing Commissioners with the school district data on LEP students to find out the number of English deficient children and the number of children who have become FEP, which will then provide an estimate of the number of parents who are limited English proficient. Mr. Lee graciously ended his presentation with encouraging and inspirational words.

Beth Rosales, the facilitator, stated that the day's schedule was full but doable. She explained that the foci of this retreat were three-fold:

- 1) To review last year's goals
- 2) To set goals for this year
- 3) To plan for resources needed to achieve this year's goals.

Each commissioner gave a brief introduction of him/herself. Each commissioner was asked to introduce him/herself beyond their professional titles and business card identification. In good spirit, commissioners described the different hats that they wore on any given day and shared insights on how they identified themselves. Afterwards, the Commission considered short term and long-term goals.

Chair Sonia Melara introduced this portion of the retreat. She made brief comments on last year's retreat indicating that the Commissioners discussed many ideas but did not come up with a plan or a timeline. For this retreat, she asked the Commissioners to consider these key questions: What is our big picture? Who are we impacting? What results do we want to have? What difference can we make? What do we need to do to get there? Commissioners brainstormed

#### **Key trends and issues that immigrant communities will face over the next 10-20 years**

- » Patriot Act
- » Increase in number of deportations due to computerization and inability to re-enter into the country
- » Racial profiling and harassment (especially at airports)
- » Language access, in general
- » Sanctuary ordinance, to what degree is the ordinance undermined/under attack by the federal government which is threatening to withhold funds
- » Labor abuses
- » Forced labor
- » Sex and slavery trafficking
- » Human rights abuses
- » Real ID Act
- » Federal Immigration Reform Bill
- » Deficiency in the court system (language access and disparities in incarceration)
- » Immigrant/minority school issues
- » Elderly immigrant language access
- » Undocumented survival guide



#### Seven – Ten Year, Long Term Goals

- » Elimination or Overhaul of the Patriot Act
- » Language Access Ordinance compliance system is established throughout the city/county of SF
- » Commission operates under statute that allows it to subpoena government and elected officials (Become a charter commission rather than an ordinance commission. Requires ballot initiative.)
- » Meaningful immigration reform
- » Commission is well-recognized and utilized widely by communities and by departments as well
- » Commission is known and trusted by communities
- » Policy maker with broader sphere of influence

#### Two - Three Year, Short Term Goals

- » Working closely with other Commissions
- » One joint meeting with another Commission within the next year
- » Be better known within city departments and diverse communities
- » Improve image of immigrants, make immigrant less of a dirty word (what do we do about so many day laborers on the streets? etc.)
- » Establish Commission's policies and procedures
- » Review impact of ordinance and compliance
- » Increased recognition of the Commission as a "Can-Do" Commission
- » Increased number of community meetings, rallying communities to attend
- » Community compliance with language access ordinance

#### Proposed Activities

- » Immigrant Rights Summit within the next year. Issues can be addressed by speakers at the summit. Bring in thought-leaders to talk about what we can do to protect our local populations. Involve other key commissions in the summit. Bring people together to make improvements for immigrants, not just increase our collaboration among other groups.
- » Educate departments on how to implement the San Francisco sanctuary laws
- » Work with the business community—many of them are highly reliant on immigrant communities as a workforce, customers, and consumers. (a high percentage of start-up businesses are owned by immigrants)
- » Provide resources to communities
- » Devote part of the website to profiles of immigrants contributing resources, time, and money to community at large
- » Get the word out on access channel 26
- » SFGTV can air parts of meetings and Edwin's office can set that up.)
- » Be involved in the budget process regarding money that goes to different immigrant communities
- » Build relationships with earlier immigrants: e.g., German, Irish, Italian, and Jewish communities
- » Individual Commissioners can take responsibility for issues of interest to them. Pro-active staff and members with committed follow-through
- » Report significant accomplishments to the Mayor's Office annually
- » Possibly a published annual report to the public
- » Increase number of community meetings
- » Develop resources and systems
- » Consistent follow-through
- » Create procedures for handling complaints and complaint tracking system
- » Have community educate us/testify. Initiate an Information and Referral system for the general public
- » Pull out policies and procedures that need to be changed to benefit the community
- » Educate the Board of Supervisors as well as the Mayor's Office
- » Increase internal staff competency
- » Build pro-active media contact and relationships
- » Conduct an internal self-assessment process. Are our own office and website language accessible? Utilize as showcase and model for city government
- » Links and resources on website
- » Develop a robust communications strategy

#### Four over-arching priority short-term goals (sub-bullet indicates a measure of success)

- » Collaborations with community
  - § One training on the EAS for department heads or individuals doing EAS reports
  - § One community meeting where individuals can bring their issues to the Commission
- ↳ Internal infrastructure
  - § Policy and Procedure Manual (which is read and followed by all)
  - § Half of by-laws are revised by year one
- ↳ Improve image of immigrants
  - § Hold Summit
  - § More registered complaints
  - § Solutions to complaints followed-up
- ↳ Collaborations with other Commissions and Departments
  - § All departments are submitting reports on time
  - § Begin contact with Airport, Elections or Police Commissions. Ask each Commission to follow up on a specific issue



**2007 Year One Priority Activities**

- ✧ Summit (ad-hoc committee will be developed)
- ✧ Revised Bylaws and procedures (Commissioners Escobedo and Lee will take lead)
- ✧ Language Access Ordinance revision
- ✧ Improved website traffic, language access, resources, and content (Commissioner Delani will take lead)
  - § Being linked to by the general public as a key resource
  - § Include visible community organizations as resources
- ✧ Improved complaint process and follow-through with constituencies (Commissioner Alexander's committee will examine)

**2008 Year Two Activities**

- ✧ More proactive with media
- ✧ Annual Report (Executive Committee will take lead)

The Chair thanked all for the spirited discussion, Commissioners' positive cooperation toward achievable goals, and arriving with clarity, the path for the Commission in the next two years. Commissioners added their appreciation for each other, in getting to know each other much better beyond their bios, and for the cohesion of the group. A lot of hope was expressed for the executive committee to sort out priorities. Extension of thanks all around to Mr. Lee – for his presence at this gathering and longstanding support.

**Draft letter to the Juvenile Probation Department**

The Commission reviewed and approved the draft of the letter to the Juvenile Probation Department proposed by Commissioner Escobedo regarding the new visiting procedures for the Youth Guidance Center. This letter addressed the concerns on Juvenile Probation Department's newly imposed Youth Guidance Center (YGC) visitation policy and its impact on youth detained in YGC who are children of immigrants.

Commissioner Jones made the motion and seconded by Commissioner Alexander and Commissioner Haile.

The annual retreat adjourned at 1:00 pm followed by a scrumptious potluck lunch prepared by the Commissioners themselves.

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December 11, 2006 - Cancelled

### NOTICE OF CANCELLED MEETING

NOTICE IS HEREBY GIVEN THAT THE MONTHLY MEETING OF THE IMMIGRANT RIGHTS COMMISSION OF THE CITY AND COUNTY OF SAN FRANCISCO SCHEDULED FOR MONDAY, DECEMBER 11, 2006 AT 5:00 P.M., HAS BEEN CANCELLED.

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## Notice of Meeting and Agenda

Date: January 8, 2007  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

### AGENDA

- |       |  |              |
|-------|--|--------------|
| I.    | Roll Call  | (5 minutes)  |
| II.   | Approval of minutes of November and Retreat meetings<br>( <i>Discussion/Action Item</i> ) ( <i>Explanatory Documents</i> )       | (5 minutes)  |
| III.  | Public comments  | (10 minutes) |
| IV.   | Statement of Incompatible Activities (SIAs)<br>( <i>Discussion/Action Item</i> )   | (15 minutes) |
| V.    | Review and approval of Commission's Plan<br>( <i>Discussion/Action Item</i> )  | (40 minutes) |
| VI.   | Commission Meetings Time<br>( <i>Discussion/Action Item</i> )  | (10 minutes) |
| VII.  | Process to add an item to the agenda of the Commission meeting<br>( <i>Discussion/Action Item</i> )                              | (10 minutes) |
| VIII. | Documents related to the new immigration laws for victims of<br>trafficking and domestic violence<br>( <i>Information Item</i> ) | (5 minutes)  |
|       | Director's Report ( <i>Discussion /Action Item</i> )   | (10 minutes) |
| IX.   | 1. Monitoring Visit of the Day Labor Program<br>2. We the People Conference<br>3. Meeting/Activities                             |              |
| X.    | Committees Report ( <i>Discussion/Action Item</i> )  | (10 minutes) |
|       | 1. Executive Committee<br>2. Program & Access Committee<br>3. Finance & Operations   |              |

Adjournment

XI.

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### Notice of Meeting and Revised Agenda

Date: February 12, 2007  
5:00 p.m. to 7:00 p.m.  
Time:  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

### AGENDA

- |       |  |                                 |
|-------|--|---------------------------------|
| I.    | Roll Call  |                                 |
|       | Approval of minutes of January 8th meeting( <i>Discussion/Action Item</i> )<br>( <i>Explanatory Documents</i> )  |                                 |
| II.   |  | (5 minutes)                     |
| III.  | Presentation ( <i>Information/Discussion Item</i> )Miguel Bustos – Mayor's<br>Liaison to the Commissions & Boards  | (10 minutes)                    |
|       | Public Comments  |                                 |
|       |  | (10 minutes)                    |
| IV.   | Fee Increase for Citizenship Applications( <i>Discussion/Action Item</i> )   | (10 minutes)                    |
| V.    | ( <i>Explanatory Documents</i> )   |                                 |
|       | Support Letter for SB 1 Bill (Discussion/Action Item) ( <i>Explanatory Documents</i> )   | (5 minutes)                     |
| VI.   | 2007 Summit Planning Committee( <i>Discussion/Action Item</i> )  | (10 minutes)                    |
| VII.  |  | (15 minutes)                    |
| VIII. | By-Laws Revision<br>( <i>Information/Discussion/Action Item</i> ) ( <i>Explanatory Documents</i> )<br>a. New Committees structure<br>b. Dissolving the Finance & Operations Committee<br>c. Creation of Outreach Committee<br>d. Committees Membership   |                                 |
| IX.   | Budget Related Issues ( <i>Information/Discussion/Action Item</i> )<br>a. Report on meeting with City Administrator Edwin Lee  | (10 minutes)                    |
| X.    | Commission communication/representation protocols<br>( <i>Information/Discussion/Action Item</i> )   | (10 minutes)                    |
| XI.   | Advisory Committee to the Juvenile Probation<br>Department( <i>Information/Discussion/Action Item</i> )<br>1. Appoint Commissioner Escobedo to represent the Commission on the<br>Advisory Committee to the Juvenile Probation Department<br>2. Report of the first Advisory Committee meeting | (5 minutes)<br><br>(10 minutes) |
|       | Unfinished Business from the last Commission<br>meeting( <i>Information/Discussion/Action Item</i> )<br>1. Statement of Incompatible of Activities (SIA)<br>2. Meeting hours   |                                 |
| XII.  | Director's Report ( <i>Discussion /Action Item</i> )   | (10 minutes)                    |

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- |       |   |              |
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| XIII. | Committees Report ( <i>Discussion/Action Item</i> ) | (10 minutes) |
| XIV.  | 1. Executive Committee                              | (10 minutes) |
|       | 2. Program & Access Committee                       |              |
|       | 3. Finance & Operations                             |              |
|       | Adjournment   |              |
| XV.   |   |              |

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### Notice of Meeting and Agenda

Date: March 12, 2007  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

### AGENDA

- I. Roll Call
- I. Approval of minutes of February 12th meeting(*Discussion/Action Item*)  
(*Explanatory Documents*)
- II. (5 minutes)
- III. Presentation (*Information/Discussion Item*)  
Comprehensive Immigration Reform (30 minutes)  
Supervisor Sean Elsbernd
  - 1. John Travisna – President of MALDEF
  - 2. Bart Murphy – Coalition of Irish
  - 3. Immigration Centers
 Public Comments
- IV. (10 minutes)
- IV. 2007 Summit Planning Committee(*Discussion/Action Item*) (10 minutes)
- V. (10 minutes)
- VI. Committees  
(*Information/Discussion/Action Item*)
  - a. Outreach Adhoc Committee
  - b. Immigration Reform Adhoc Committee
  - c. Membership of the Committees
- VII. Resolution(*Information/Discussion/Action Item*) (15 minutes)
  - a. ICE Raids & Sanctuary Law
  - b. USCIS fee increases
- VIII. Annual Immigrant Day in Sacramento (*Information/Discussion/Action Item*) (10 minutes)
- IX. Unfinished Business from the last Commission meeting(*Information/Discussion/Action Item*) (10 minutes)
  - 1. Budget
 Director's Report (*Discussion /Action Item*) (10 minutes)
- X. (10 minutes)
- XII. Committees Report (*Discussion/Action Item*) (10 minutes)
  - 1. Executive Committee
  - 2. Program & Access Committee
  - 3. Finance & Operations
 Adjournment
- XIII.

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### Notice of Meeting and Agenda

Date: April 16, 2007  
5:00 p.m. to 7:00 p.m.  
Time:  
Place: City Hall-Hearing Room 421  
One Dr. Carlton B. Goodlett Place

### AGENDA

- I. Roll Call
- II. Approval of minutes of February 12<sup>th</sup> and March 12<sup>th</sup> meetings(*Discussion/Action Item*) (*Explanatory Documents*) (10 minutes)
- III. Public Comments
- IV. Outreach community concerns (*Discussion/Action Item*) (10 minutes)
- V. Use of City Attorney's time (10 minutes)
- VI. Request for presentations and questions(*Discussion/Action Item*) (10 minutes)
- Commission Attendance Records(*Discussion/Action Item*) (*Explanatory Documents*) (10 minutes)
- Report on meetings of the 2007 Summit Planning Committee(*Discussion/Action Item*) (15 minutes)
- VII. By-Laws Revision (15 minutes)
- VIII. (*Information/Discussion/Action Item*) (*Explanatory Documents*) (15 minutes)
- IX. Letter to the Mayor regarding parking privileges issue and request for parking and transportation reimbursement(*Information/Discussion/Action Item*) (*Explanatory Documents*) (10 minutes)
- Commission Vacancy (*Information/Discussion/Action Item*)
- X. Committees Report (*Discussion/Action Item*)
- XII. 1. Executive Committee (10 minutes)
- 2. Program & Access Committee
- 3. Outreach Ad Hoc Committee
- 4. Comprehensive Immigration Reform Ad Hoc Committee
- Adjournment
- XIII.

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Sunshine Ordinance Task Force  
City Hall – Room 244  
1 Dr. Carlton B. Goodlett Place

San Francisco, CA 94102-4683

(415) 554-7724 (Office)

(415) 554-5163 (Fax)

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## Meeting Information

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### Full Commission

2009 2008 2007 2006 2005 2004 2003 2002 2001 2000 1999 1998

### Notice of Meeting and Revised Agenda

Date: May 14, 2007  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

### AGENDA

- |       |   |              |
|-------|---|--------------|
| I.    | Roll Call   | (5 minutes)  |
| II.   | Approval of minutes of April 16th meeting<br>(Discussion/Action Item) (Explanatory Documents)                                     | (5 minutes)  |
| III.  | Presentation<br>(Informational Item)  | (15 minutes) |
|       | a. Mayor's Office - Wade Crowfoot<br>Issues related to ICE raids  |              |
| IV.   | City Attorney's Presentation (Informational/Discussion item)<br>Issues related to the Commission's by-laws and Sunshine Ordinance | (20 minutes) |
| V.    | Director's Report<br>(Informational/Discussion Item)  | (10 minutes) |
| VI.   | Executive Director's job description<br>(Informational/Discussion Item)   | (10 minutes) |
| VII.  | Public Comments   | (10 minutes) |
| VIII. | Committees Report (Action/Discussion Item)  | (15 minutes) |
|       | a. Executive Committee  |              |
|       | b. Program & Access Committee   |              |
|       | c. Outreach Ad Hoc Committee  |              |
|       | * Next Neighborhood Meeting   |              |
|       | d. Comprehensive Immigration Reform Ad Hoc Committee  |              |
|       | * Hold a Special Hearing on Immigration Reform on 6/7/07  |              |
|       | e. Summit Planning Committee  |              |
| IX.   | Review the materials when Commissioner not attending the meeting<br>(Discussion/Action Item)                                      | (10 minutes) |
| X.    | Orientation for Commissioners on City policies and procedures<br>(Discussion/Action Item)   | (10 minutes) |
| XI.   | Adjournment   | (10 minutes) |

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# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

## Notice of Meeting and Revised Agenda

Date: June 11, 2007  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

11:25 a.m. msf  
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## AGENDA

- I. Roll Call (5 minutes)
- II. Approval of minutes of May 14th meeting (5 minutes)  
(*Discussion/Action Item*) (*Explanatory Documents*)
- III. Public Comments (10 minutes)
- IV. Presentation (*Informational Item*) (20 minutes)
- a. Office of Language Services – Tomas Lee  
Translation Services
- V. Committees Report (*Action/Discussion Item*) (25 minutes)
- a. Executive Committee
- b. Program & Access Committee
- c. Outreach Ad Hoc Committee  
\* Next Neighborhood Meeting
- d. Comprehensive Immigration Reform Ad Hoc Committee  
\* Report on the press conference on 6/5 and hearing on 6/7  
\* Travel budget to Washington DC to meet with legislators  
regarding the immigration reform bill
- VI. Director's Report (10 minutes)  
(*Informational/Discussion Item*)
- VII. Summit Planning Committee (15 minutes)  
(*Informational/Discussion Item*)
- VIII. Skills & Tasks List (15 minutes)  
(*Informational/Discussion/Action Item*)







# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

## Notice of Meeting and Agenda

Date: July 9, 2007  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

10:00 a.m. mst  
DOCUMENTS DEPT.

JUN 27 2007

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## AGENDA

- 40  
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19/07
- I. Roll Call (5 minutes)
  - II. Approval of minutes of June 11th meeting (5 minutes)  
(Discussion/Action Item) (Explanatory Documents)
  - III. Public Comments (10 minutes)
  - IV. Committees Report (Action/Discussion Item) (20 minutes)
    - a. Executive Committee
    - b. Program & Access Committee
    - c. Outreach Ad Hoc Committee
      - \* Next Neighborhood Meeting
    - d. Comprehensive Immigration Reform Ad Hoc Committee
      - \* Follow up activities
      - \* New effort in DC regarding the immigration reform bill
  - V. Director's Report (20 minutes)  
(Informational/Discussion Item)
  - VI. Summit Planning Committee (10 minutes)  
(Informational/Discussion Item)
  - VII. Steps to make the Immigrant Rights Commission a Chartered Commission (30 minutes)  
(Action/Discussion Item)
  - VIII. By-Laws Revision (Informational/Discussion/Action item) (20 minutes)
  - IX. Adjournment

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## Meeting Information

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### Full Commission

2009 2008 2007 2006 2005 2004 2003 2002 2001 2000 1999 1998

### Notice of Meeting and Agenda

Date: August 13, 2007  
5:00 p.m. to 7:00 p.m.  
Time:  
Place: City Hall-Hearing Room 416  
One Dr. Carlton B. Goodlett Place

### AGENDA

- I. Roll Call
- Approval of minutes of July 9th meeting(*Discussion/Action Item*) (*Explanatory Documents*) (5 minutes)
- II. Public Comments (5 minutes)
- Committees Report (*Action/Discussion Item*)
  - a. Executive Committee
  - b. Program & Access Committee (10 minutes)
  - \* 2007 EAS Annual Compliance Report
  - III. Outreach Ad Hoc Committee
  - c. \* Next Neighborhood Meeting on 10/8/07 in Chinatown (30 minutes)
  - IV. Comprehensive Immigration Reform Ad Hoc Committee
  - V. Director's Report (10 minutes)
  - (*Informational/Discussion Item*)
  - Summit Planning Committee(*Informational/Discussion/Action Item*)
  - VI. a. Update on the summit planning process (45 minutes)
    - » Participation Organizations
    - » Honorary Committee
    - » Keynote Speaker
    - » Program & Workshop Proposals
    - » Sponsors

Protocol for contacting City officials(*Action/Discussion Item*)  
Adjournment

(15 minutes)

VII.

VIII.

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# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

## Notice of Meeting and Agenda

Date: September 10, 2007  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall – Hearing Room 416  
One Dr. Carlton B. Goodlett Place

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## AGENDA

- I. Roll Call (5 minutes)
- II. Welcome the newly appointed Commissioners (5 minutes)  
(Informational Item)
- III. Approval of Minutes from the July 9<sup>th</sup> and August 13<sup>th</sup> meetings (10 minutes)  
(Discussion/Action Item) (Explanatory Documents)
- IV. Public Comments (10 minutes)
- V. Summit Planning Committee (30 minutes)  
(Informational/Discussion/Action Item)
  - a. Update on the summit planning process
    - \* Participating Organizations
    - \* Honorary Committee
    - \* Keynote Speaker
    - \* Program & Workshop Proposals
    - \* Sponsors
- VI. Awards to the community-based organizations at the Summit (15 minutes)  
(Discussion/Action Item)
  - a. Approval of the nomination list
- VII. Committee Reports (10 minutes)  
(Discussion/Action Item)
  - a. Executive Committee
  - b. Program & Access Committee
    - \* Language Survey

c. Outreach Ad Hoc Committee

\*Next Neighborhood Meeting on 11/12/07 in Chinatown

d. Comprehensive Immigration Reform Ad Hoc Committee

- VIII. Director's Report (10 minutes)  
(Informational/Discussion Item)
- IX. Schedule Date for October Meeting (10 minutes)  
(Discussion/Action Item)
- X. Commission Election/Nominations (10 minutes)  
(Discussion/Action Item)
- XI. Certificate of Appreciation - Requested by Commissioner Enssani (5 minutes)  
(Discussion/Action Item)
- XII. Adjournment

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## Meeting Information

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### Full Commission

2009 2008 2007 2006 2005 2004 2003 2002 2001 2000 1999 1998

### Notice of Meeting and Agenda

Date: October 16, 2007  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall - Hearing Room 421  
One Dr. Carlton B. Goodlett Place

### AGENDA

- I. Roll Call ( 5 minutes)
- II. Presentation: (15 minutes)  
(*Informational/Discussion Item*)
  - a. Edwin Lee - City Administrator
  - b. Tomas Lee - OLS
- III. Approval of Minutes of September 10<sup>th</sup> meeting ( 5 minutes)  
(*Discussion/Action item*) (*Explanatory Documents*)
- IV. Public Comments (10 minutes)
- V. Director's Report (10 minutes)  
(*Informational/Discussion Item*)
- VI. Committee Reports (*Action/Discussion Item*)
  - a. Executive Committee
  - b. Program & Access Committee
    - \*Language Survey
  - c. Outreach Ad Hoc Committee
    - \*Proposed next neighborhood meeting on 11/12/07 in Chinatown
  - d. Comprehensive Immigration Reform Ad Hoc Committee
    - \* San Francisco Municipal ID Card Proposal
    - \*Social Security No Match Rule
    - \*Change from an Ad Hoc Committee to a Standing Committee
- VII. 2007 Summit Debriefing (20 minutes)  
(*Informational/Discussion/Action Item*)
  - a. Number of Attendees
  - b. Workshops
  - c. Number of participation organizations
  - d. Number of resource tables
- VIII. Commission Retreat (15 minutes)  
(*Discussion/Action Item*)
- IX. California Statewide Immigrant Rights Conference (10 minutes)  
(*Discussion/Action Item*)
  - a. October 30, 2007, in Los Angeles
  - b. Commission's Endorsement
- X. Commission Election (10 minutes)  
(*Action/Discussion Item*)
- XI. Consider the draft of the Proposed Language Access Services for LEP persons ( 5 minutes)  
(*Discussion/Action Item*) (*Explanatory Documents*)
  - a. Support the proposed draft
  - b. Hearing of the Police Commission on 10/17/07
- XII. Adjournment

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### Notice of Special Neighborhood Meeting and Agenda

Date: November 14, 2007  
6:00 p.m. to 8:00 p.m.  
Time:  
Place: Portsmouth Square Community Room  
Chinatown (Kearny & Washington)

### AGENDA

- I. Roll Call
- I. Approval of Minutes of October 16th meeting(*Discussion/Action Item*) (*Explanatory Documents*) ( 5 minutes)
- II. Desparate Housewives' derogatory remarks on Filipino American Doctors ( 5 minutes)  
(*Discussion/Action Item*) (*Explanatory Documents*)
- III. Draft Letter to Congressman Mollahan regarding "English-Only" Language From the  
Appropriate Bill for Commerce and Justice (*Informational/Discussion Item*) (10 minutes)  
Retreat Meeting on December 8, 2007 (*Action/Discussion Item*)
  - a. Agenda
  - b. Logistics
- IV. An Overview of Commission Work (*Informational*) (10 minutes)  
Statements from the representatives of the City departments and organizations  
(*Informational/Discussion Item*)
- V. Public Comments (10 minutes)  
Adjournment
- VI. (10 minutes)
- VII. (10 minutes)
- VIII. (60 minutes)
- IX.

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electronic devices are prohibited at this meeting. Please be advised that the  
Chair may order the removal from the meeting room of any person(s)  
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42 Downtown Loop  
49 Van Ness-Mission

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### MEETING CANCELLATION NOTICE

The regular meeting of the San Francisco Immigrant Rights Commission on Monday, December 10, 2007 in City Hall - Room 416 from 5:00 PM to 7:00 PM has been cancelled.

If you have any questions regarding this notice, please call 415-554-4789.

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# CITY AND COUNTY OF SAN FRANCISCO IMMIGRANT RIGHTS COMMISSION

12-28-07A10507 FIVE

## Notice of Meeting and Agenda

Date: January 14, 2008  
Time: 6:00 p.m. to 8:00 p.m.  
Place: City Hall – Room 416  
San Francisco, CA 94102

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## AGENDA

- 108
- I. Roll Call ( 5 minutes)
  - II. Approval of minutes of October 16th meeting and Retreat Meeting  
(*Discussion/Action Item*) (*Explanatory Documents*) ( 5 minutes)
  - III. Public Comments (10 minutes)
  - IV. Presentation (20 minutes)
    - a. Laura Public Policy Institute of California  
Laura Hill
    - b. Susanna Bogue – San Francisco Citizenship Day (15 minutes)
  - V. Recognize the former Commissioners  
(*Discussion/Action Item*) (20 minutes)
  - VI. Budget Reduction  
(*Informational/Discussion/Action Item*) (15 minutes)
  - VII. Minutes for the meetings of the Executive Committee  
(*Action/Discussion Item*) (10 minutes)
  - VIII. Director's Report  
(*Informational/Discussion Item*) (20 minutes)
  - IX. Committee Report  
(*Informational/Discussion Item*)
    - a. Executive Committee
    - b. Program & Access Committee
    - c. Outreach Committee
    - d. Immigration Reform Committee
  - X. Adjournment

City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102  
TEL (415) 554-4849; FAX (415) 554-7934





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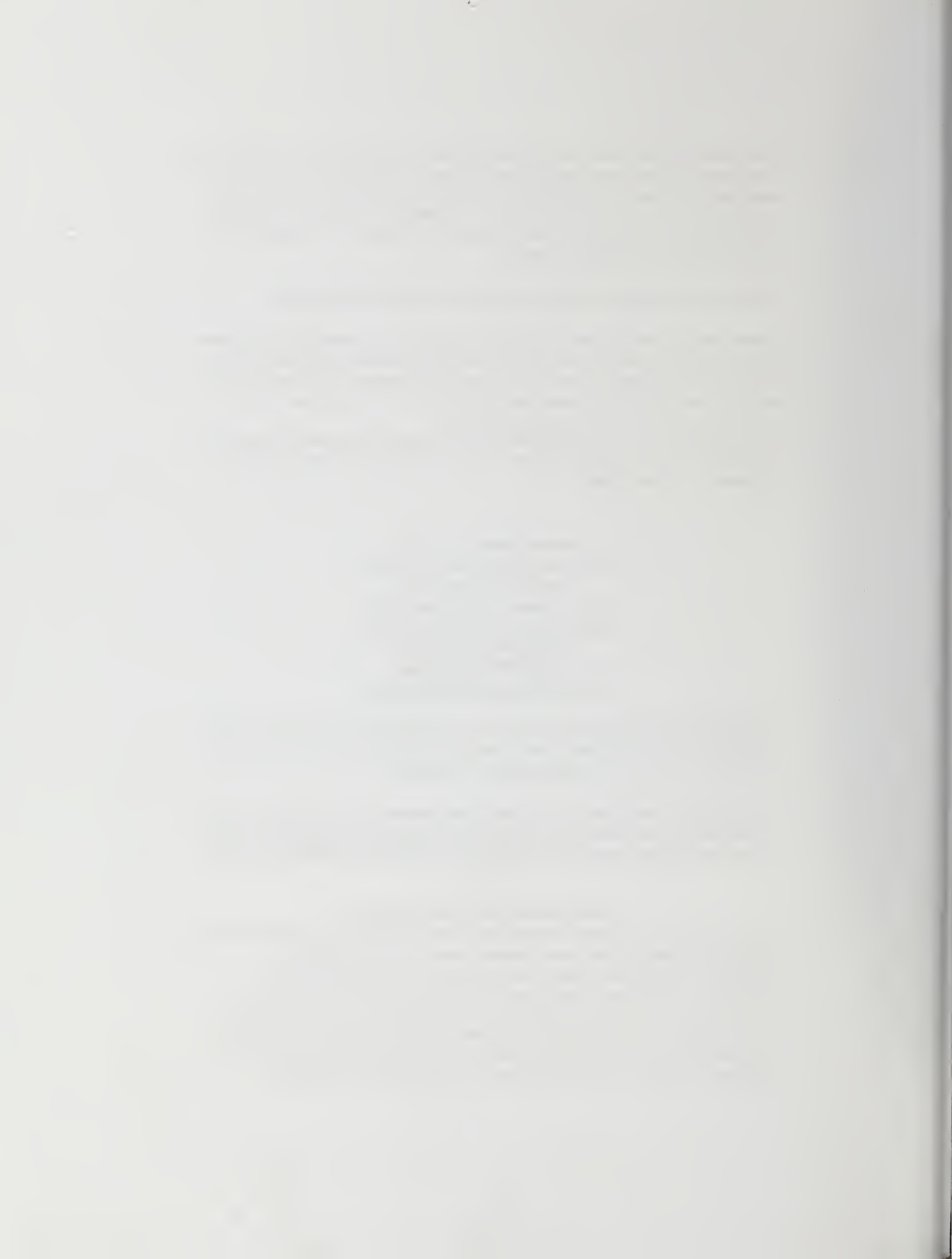
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### Full Commission

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#### Notice of Meeting and Agenda

Date: February 11, 2008  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall - Room 416  
San Francisco, CA 94102

#### AGENDA

- Roll Call
- I. Approval of minutes of November 14, 2007 and January 14, 2008 Meetings ( 5 minutes)  
(Discussion/Action Item) (Explanatory Documents)
- II. Public Comments ( 5 minutes)  
Summary Report of the Immigrant Rights Summit 2007 (Informational/Discussion/Action Item)
- III. Election of the Vice Chair of the Commission (Discussion/Action Item) (10 minutes)  
Announce the election date for the Chair position (Discussion/Action Item)
- IV. Committee Structure (Discussion/Action Item) (30 minutes)
  - a. Revisit the current structure
  - b. Committee Membership
- V. Joint Reception with The Human Rights Commission (Action/Discussion Item) (20 minutes)  
Director's Report (Information/Discussion Item)
- VI. (10 minutes)  
Committee Report (Informational/Discussion/Action Item)
  - a. Executive Committee
- VII. (10 minutes)
  - b. Program & Access Committee
  - c. Outreach Committee
  - d. Immigration Reform Committee
- Adjournment
- VIII. (10 minutes)
- IX. (10 minutes)
- X. (10 minutes)
- XI.

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### **SPECIAL MEETING NOTICE**

The members of the Immigrant Rights Commission will attend the joint reception with the Human Rights Commission  
on Tuesday, February 26, 2008 from 3:00 PM to 5:00 PM  
in City Hall -South Light Court

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### Full Commission

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#### Notice of Meeting and Agenda

Date: March 10, 2008  
Time: 5:00 p.m. to 7:00 p.m.  
Place: City Hall - Room 416  
San Francisco, CA 94102

#### AGENDA

- I. Roll Call  
Approval of minutes of February 11th meetings (*Discussion/Action Item*) ( 5 minutes)  
(*Explanatory Documents*)
- II. Public Comments ( 5 minutes)  
Approve the proposed draft of the By-Laws Amendment (*Informational/Discussion/Action Item*)
- III. Report of the Immigrant Rights Summit 2007(*Informational/Discussion/Action Item*) (10 minutes)
- IV. Nominations for the Chair position (*Discussion/Action Item*) (20 minutes)
- V. Proposal of the new structure of the Committees (*Informational/Discussion/Action Item*) (20 minutes)
- V. Committee Membership (*Action/Discussion Item*)
- Director's Report (*Informational/Discussion Item*)
- VI. Committee Report (*Informational/Discussion/Action Item*) (15 minutes)
  - a. Executive Committee
  - b. Program & Access Committee
  - c. Outreach Committee
  - d. Immigration Reform Committee(15 minutes)
- VII. Adjournment
- VIII. (10 minutes)
- IX. (10 minutes)
- X. (10 minutes)
- XI.

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#### Notice of Meeting and Agenda

Date: April 14, 2008  
Time: 5:30 p.m. to 7:30 p.m.(new time)  
Place: City Hall - Room 416  
San Francisco, CA 94102

#### AGENDA

- |       |   |              |
|-------|---|--------------|
| I.    | Roll Call   | ( 5 minutes) |
| II.   | Approval of minutes of March 10th meeting<br>(Discussion/Action Item) (Explanatory Documents)   | ( 5 minutes) |
| III.  | Public Comments   | (5 minutes)  |
| IV.   | Presentation<br>(Informational/Discussion Item)<br>· Asian Law Caucus and Immigrant Legal Resources Center<br>Deportation Agreement with Vietnam  | (20 minutes) |
| V.    | Election for the Chair position<br>(informational/Discussion/Action Item)<br>Nominee: Jamal Dajani  | (10 minutes) |
| VI.   | Consider the draft letter to the Mayor and the Board of Supervisors to oppose any cuts to the Municipal ID, translation services and other immigrant rights programs<br>(Informational/Discussion/Action Item)  | (10 minutes) |
| VII.  | Next Neighborhood Meeting<br>(Informational/Discussion/Action Item)<br>· Area: Richmond District<br>· Date: May 19, 2008<br>· Time: 6:00 PM to 8:00 PM  | (15 minutes) |
| VIII. | Resolution Oppose the Repatriation Agreement with Vietnam<br>(Informational/Discussion/Action Item)   | (10 minutes) |
| IX.   | Resolution Regarding No-Match Letter<br>(Informational/Discussion/Action Item)<br>· Letter to the Mayor and the Board of Supervisors  | (5minutes)   |
| X.    | Commission Survey Regarding Needs and Issues<br>(Informational/Discussion/Action Item)  | (10 minutes) |
| XI.   | Proposed Amendment to the Commission By-Laws<br>(Informational/Discussion/Action Item)  | (10 minutes) |
| XII.  | Director's Report<br>(Informational/Discussion Item)  | (5 minutes)  |
| XIII. | Committee Report<br>(Informational/Discussion/Action Item)<br>a. Executive Committee<br>b. Program & Access Committee<br>c. Outreach Committee<br>d. Immigration Reform Committee<br>e. By-Laws Adhoc Committee | (10 minutes) |
| XIV.  | Adjournment   |              |

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### Full Commission

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## Notice of Meeting and Agenda

Date: May 12, 2008  
Time: **5:30 p.m. to 7:30 p.m (new time)**  
Place: City Hall – Room 416  
San Francisco, CA 94102

### AGENDA

- |       |  |              |
|-------|--|--------------|
| I.    | Roll Call  | ( 5 minutes) |
| II.   | Approval of minutes of March 10th and April 14 <sup>th</sup> meetings<br>( <i>Discussion/Action Item</i> ) ( <i>Explanatory Documents</i> )  | ( 5 minutes) |
| III.  | Public Comments  | (10 minutes) |
| IV.   | Neighborhood Meeting in Richmond District<br>( <i>Informational/Discussion/Action Item</i> ) <ul style="list-style-type: none"><li>· Monday, June 9, 2008</li><li>· Proposed Time: 6:00 PM to 8:00 PM</li><li>· Agenda</li></ul>                           | (20 minutes) |
| V.    | ICE Raids in San Francisco<br>( <i>Informational/Discussion/Action Item</i> )  | (20 minutes) |
| VI.   | Survey of Needs and Issues<br>( <i>Informational/Discussion/Action Item</i> )  | (10 minutes) |
| VII.  | Draft of 2008 EAS Compliance Review Report<br>( <i>Informational/Discussion/Action Item</i> )  | (10 minutes) |
| VIII. | Amendment to the Commission By-Laws<br>( <i>Informational/Discussion/Action Item</i> )   | (10 minutes) |
| IX.   | Director's Report<br>( <i>Informational/Discussion Item</i> )  | (10 minutes) |
| X.    | Committee Report<br>( <i>Informational/Discussion/Action Item</i> ) <ul style="list-style-type: none"><li>a. Executive Committee</li><li>b. Program &amp; Access Committee</li><li>c. Outreach Committee</li><li>d. Immigration Reform Committee</li></ul> | (20 minutes) |
| XI.   | Adjournment  |              |

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## Notice of Meeting and Agenda

Date: July 21, 2008  
Time: **5:30 p.m. to 7:30 p.m (new time)**  
Place: City Hall – Room 370  
San Francisco, CA 94102

### AGENDA

- I. Roll Call
- II. Approval of minutes of May 12th meeting  
(*Discussion/Action Item*) (*Explanatory Documents*) ( 5 minutes)
- III. Public Comments (10 minutes)
- IV. 2008 EAS Compliance Review Report  
(*Informational/Discussion/Action Item*) (10 minutes)
- V. Presentation (15 minutes)  
(*Informational/Discussion/Action Item*)
  - EAS revision planning, updates and future developments
  - Tomas Lee – Office of Language Services
- VI. Neighborhood Meeting in Richmond District (10 minutes)  
(*Discussion/Action Item*)
  - Feedback
- VII. Draft Resolution Opposes the Elimination of the CAPI (10 minutes)  
(*Informational/Discussion/Action Item*)
- VIII. Draft Resolution regarding undocumented youth in the juvenile justice system (10 minutes)  
(*Informational/Discussion/Action Item*)
- IX. By-Laws Amendment (10 minutes)  
(*Informational/Discussion/Action Item*)
- X. Commission's website (10 minutes)  
(*Informational/Discussion/Action Item*)
  - Redesign
  - Update the information
- XI. Review Commission's goals and objectives (10 minutes)  
(*Informational/Discussion/Action Item*)
- XII. Certificate of Appreciation to the former Commissioners ( 5 minutes)  
(*Informational/Discussion/Action Item*)
- XIII. Director's Report ( 5 minutes)  
(*Informational/Discussion Item*)
- XIV. Committee Report (10 minutes)  
(*Informational/Discussion/Action Item*)
  - a. Executive Committee
  - b. Program & Access Committee
  - c. Outreach Committee
  - d. Immigration Reform Committee
- XV. Adjournment

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## Notice of Meeting and Agenda

Date: August 11, 2008  
Time: **5:30 p.m. to 7:30 p.m (new time)**  
Place: City Hall – Room 416  
San Francisco, CA 94102

### AGENDA

- I. Roll Call
- II. Approval of minutes of July 21st meeting ( 5 minutes)  
(*Discussion/Action Item*) (*Explanatory Documents*)
- III. Public Comments (10 minutes)
- IV. Presentation (15 minutes)  
(*Informational/Discussion/Action Item*)
  - Kris Torgeson – Doctors without Borders
  - “A Refugee Camp in the Heart of the City” Exhibition
- V. Review Commission’s goals and objectives (20 minutes)  
(*Informational/Discussion/Action Item*)
- VI. EAS Revision (20 minutes)  
(*Informational/Discussion/Action Item*)
  - Review the proposed amendment
  - Next steps
- VII. Resolution Opposes the Elimination of Cash Assistance Program for Immigrants (CAPI) (10 minutes)  
(*Informational/Discussion/Action Item*)
- VIII. Next Neighborhood Meeting (10 minutes)  
(*Informational/Discussion/Action Item*)
  - Mission Neighborhood
  - Date & Time
- IX. Certificates of Appreciation to the former Commissioners (10 minutes)  
(*Informational/Discussion/Action Item*)
- X. Director’s Report (10 minutes)  
(*Informational/Discussion Item*)
- XI. Committee Report (10 minutes)  
(*Informational/Discussion/Action Item*)
  - a. Executive Committee
  - b. Program & Access Committee
  - c. Outreach Committee
  - d. Immigration Reform Committee
- Adjournment
- XII.

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## Notice of Meeting and Agenda

Date: September 8, 2008  
Time: **5:30 p.m. to 7:30 p.m (new time)**  
Place: City Hall – Room 416  
San Francisco, CA 94102

### AGENDA

- I. Roll Call
- Public Comments ( 5 minutes)
- II. Presentation: (20 minutes)  
(*Informational/Discussion/Action Item*)
  - Upcoming Exhibition of the Doctors Without Borders in San Francisco
  - Dr. Matthew Spitzer – Board President
- III. Comments on the Resolution on the Treatment of Immigrant Youth (20 minutes)  
(*Informational/Discussion Item*)  
  
Protocol for developing and approving the Resolution  
(*Informational/Discussion/Action Item*) (20 minutes)  
  
Next Neighborhood Meeting  
(*Informational/Discussion/Action Item*)
  - Women's Building in Mission (20 minutes)
  - November 12, 2008 from 6:00 PM to 8:00 PM
- IV. Director's Report (15 minutes)  
(*Informational/Discussion Item*)  
  
Committee Report  
(*Informational/Discussion/Action Item*) (20 minutes)
  - a. Executive Committee
  - b. Program & Access Committee
  - c. Outreach Committee
  - d. Immigration Reform Committee
- V. Adjournment
- VI.
- VII.
- VIII.

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IX.

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## Revised Notice of Meeting and Agenda

Date: Tuesday, October 14, 2008  
Time: **5:30 p.m. to 7:30 p.m**  
Place: **City Hall – Room 305 (new meeting room)**  
San Francisco, CA 94102

### AGENDA

- |       |   |              |
|-------|---|--------------|
| I.    | Roll Call   |              |
| II.   | Approval of minutes of September 8th meeting<br>( <i>Explanatory Documents/Discussion/Action Item</i> )   | ( 5 minutes) |
| III.  | Public Comments   | ( 5 minutes) |
| IV.   | Presentation:<br>( <i>Informational/Discussion Item</i> ) <ul style="list-style-type: none"><li>Ms. Rosemarie Melville, District Director of USCIS<br/><i>New Citizenship Test</i></li><li>Ms. Cindy Carla Avitia of Congresswoman Lofgren's Office<br/><i>Bipartisan Immigration Bill Recaptures Unused Visas</i></li><li>Shake It Up SF – Disaster Preparation</li><li>Krista Slanker – Department of Emergency Management</li><li>San Francisco Coalition for Asylee, Immigrant and Refugee Services (SFCAIRS)</li><li>Tomas Lee – Director of the Office of Language Services (OLS)<br/><i>EAS Revision</i></li></ul> | (70 minutes) |
| V.    | Next Neighborhood Meeting<br>( <i>Informational/Discussion/Action Item</i> ) <ul style="list-style-type: none"><li>Planning Process</li><li>Key issues</li><li>Flyers in Chinese, Spanish and Tagalog</li><li>Invite key city departments</li></ul>   | (15 minutes) |
| VI.   | Officer Election<br>( <i>Informational/Discussion/Action Item</i> )   | (5 minutes)  |
| VII.  | Director's Report<br>( <i>Informational/Discussion/Action Item</i> )  | (10 minutes) |
| VIII. | Committee Report<br>( <i>Informational/Discussion/Action Item</i> ) <ul style="list-style-type: none"><li>a. <i>Executive Committee</i></li><li>b. <i>Program &amp; Access Committee</i></li><li>c. <i>Outreach Committee</i></li><li>d. <i>Immigration Reform Committee</i></li></ul>  | (10 minutes) |
| IX.   | Adjournment   |              |

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### Notice of Meeting and Agenda

Date: Monday, December 8, 2008  
Time: **5:30 p.m. to 7:30 p.m**  
Place: City Hall – Room 416  
San Francisco, CA 94102

#### AGENDA

- |       |  |              |
|-------|--|--------------|
| I.    | Roll Call  |              |
| II.   | Approval of minutes of October 14th meeting<br>( <i>Explanatory Documents/Discussion/Action Item</i> )   | ( 5 minutes) |
| III.  | Public Comments  | ( 5 minutes) |
| IV.   | Presentation: <ul style="list-style-type: none"><li>Local 2 Unite Here<br/>Worker rights at Le Meridien and Hyatt Fisherman's Wharf<br/>Hotels<br/>Mark Westerberg – Outreach Coordinator</li></ul> ( <i>Informational/Discussion/Action Item</i> )        | (35 minutes) |
| V.    | Officer Election<br>( <i>Discussion/Action Item</i> ) <ul style="list-style-type: none"><li>Chair position: Jamal Dajani</li><li>Vice Chair position: Felix Fuentes</li></ul>  | (10 minutes) |
| VI.   | Revised Draft of the 2007 Immigrant Rights Summit Report<br>( <i>Informational/Discussion/Action Item</i> )  | (20 minutes) |
| VII.  | Proposal to hold the next neighborhood meeting in Excelsior<br>( <i>Informational/Discussion/Action Item</i> )   | (10 minutes) |
| VIII. | Resolution to support the Municipal ID Card<br>( <i>Informational/Discussion/Action Item</i> )   | (10 minutes) |
| IX.   | Director's Report<br>( <i>Informational/Discussion/Action Item</i> )   | (10 minutes) |
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